

Public Document Pack

Would you please note that a Group Meeting will be held at 1.00 p.m. in the Civic Office

To all Members of the

COUNCIL

AGENDA

Notice is given that a Meeting of the Council is to be held
as follows:

VENUE: Council Chamber, Civic Office, Waterdale, Doncaster

DATE: Thursday, 26th January, 2017

TIME: 2.00 pm

**Jo Miller
Chief Executive**

BROADCASTING NOTICE

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Issued on: Wednesday, 18 January 2017

Senior Governance Officer
for this meeting:

David Taylor
01302 736712

ITEMS

1. Apologies for Absence.
2. To consider the extent, if any, to which the public and press are to be excluded from the meeting.
3. Declarations of Interest, if any.
4. Minutes of the Council Meeting held on 24th November, 2016. 1 - 26
5. To receive any announcements from the Chair of Council, the Mayor, Members of the Cabinet or the Head of Paid Service.
6. Questions from the public in accordance with Council Procedure Rule 13:-

- (a) Question from Mr. D. Wright, 15 Chantry Close, Cantley, Doncaster, DN4 6RX, to the Mayor of Doncaster, Ros Jones:-

“South Yorkshire and Bassetlaw Sustainability and Transformation Plan (STP)

I am concerned that NHS England has failed to consult the Council on the STP. The Health/Social Care shortfall for Doncaster will be £139.5 million by 2020. No detailed financial information is available to the Council or to the public. The Plan contains no guarantee that current levels of hospital provision will be protected.

All Councillors should be concerned at the lack of information/implications of the STP which will dramatically affect the lives of Doncaster people.

Will the Mayor inform NHS England that she opposes this STP and in doing so ask for the support of all Councillors?”

A. Items where the Public and Press may not be excluded.

For Decision

7. Proposals for Localised Council Tax Support for 2017/18 (the Local Council Tax Reduction Scheme). 27 - 46
8. Business Rates Local Newspaper Relief Scheme. 47 - 56
9. Director of Public Health Annual Report 2016. 57 - 116
10. Changes to the arrangements for the Appointment of External Auditors. 117 - 124
11. Annual Pay Policy Statement 2017/18. 125 - 150

12. Overview and Scrutiny Update and Progress Report June to December, 2016. 151 - 162

13. To consider the following Motion, written notice of which has been given by Councillor Jonathan Wood and Seconded by Councillor Cynthia Ransome, in accordance with Council Procedure Rule 16.1:-

“Following the publication of documents making it clear our City Region political representative on ‘Transport for the North’ has been directly lobbying HS2 for an option which is not endorsed by ourselves, Barnsley, or Rotherham, is it time to re-evaluate how well we are served by representation with such an obvious conflict of interest.

This Council has no confidence in Sheffield City Council's ability to represent Doncaster and the wider Sheffield Region on Transport for the North.”

14. Questions by Elected Members in accordance with Council Procedure Rules 15.2 and 15.3:-

None received for this meeting.

For Information

15. To receive the Minutes of the following Joint Authorities:- 163 - 228

A. South Yorkshire Police and Crime Panel held on 28th October, 2016.

B. Sheffield City Region Combined Authority held on 24th October and 5th December, 2016.

C. South Yorkshire Fire and Rescue Authority held on 17th October and 28th November, 2016 and Section 41 Briefing Notes for December, 2016 and January, 2017.

D. South Yorkshire Pensions Authority held on 24th November, 2016.

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Agenda Item 4

DONCASTER METROPOLITAN BOROUGH COUNCIL

COUNCIL

THURSDAY, 24TH NOVEMBER, 2016

A MEETING of the COUNCIL was held at the CIVIC OFFICE on THURSDAY, 24TH NOVEMBER, 2016, at 2.00 pm.

PRESENT:

Chair - Councillor David Nevett
Vice-Chair - Councillor George Derx
Mayor - Ros Jones
Deputy Mayor - Councillor Glyn Jones

Councillors Nick Allen, Nigel Ball, Iris Beech, Rachael Blake, Joe Blackham, Bev Chapman, Phil Cole, John Cooke, Steve Cox, Jessie Credland, Jane Cox, Linda Curran, Susan Durant, Nuala Fennelly, Pat Haith, Neil Gethin, John Healy, Rachel Hodson, Charlie Hogarth, James Hart, Sandra Holland, Mark Houlbrook, Richard A Jones, Sue Knowles, Chris McGuinness, Sue McGuinness, Majid Khan, John McHale, Jane Kidd, Bill Mordue, John Mounsey, Jane Nightingale, Andy Pickering, Cynthia Ransome, Kevin Rodgers, Craig Sahman, Dave Shaw, Clive Stone, Sue Wilkinson and Paul Wray.

APOLOGIES:

Apologies for absence were received from Councillors Elsie Butler, Tony Corden, Sean Gibbons, Kenneth Keegan, Ted Kitchen, Pat Knight, Andrea Robinson, Alan Smith, Austen White and Jonathan Wood.

44 Declarations of Interest, if any

There were no declarations made at the meeting.

45 Minutes of the Council Meeting held on 15th September, 2016

RESOLVED that the Minutes of the Council Meeting held on 15th September, 2016, a copy of which had been circulated to each Member, be approved as a correct record and signed by the Chair.

46 To receive any announcements from the Chair of Council, the Mayor, Members of the Cabinet or the Head of Paid Service

The Chair of Council, Councillor David Nevett, made the following announcement:-

“I’d like to send my congratulations to the organisers of the ‘Poppies at the Castle’ event which saw images of poppies projected onto the walls of Conisbrough Castle.

With the help of a grant from a local community fund established by the Council and successful Crowdfunding appeal, local organisers raised the £2,000 necessary to stage this magnificent display.

It really is a fantastic example of a local community working together to develop and deliver such a wonderful event.”

The Mayor of Doncaster, Ros Jones, made the following announcements:-

“Colleagues, today I am publishing the draft proposals for the 2017/18 Council Budget. Details will be available on the Council Website following this meeting. We may have recently had a change of Prime Minister, but I am afraid this has not changed the overall situation that we face. Government cuts to Council budgets are continuing, despite rising prices and increasing demand for services.

I can confirm that over the next four years, Doncaster Council will need to meet a further annual budget gap rising to £70m. We have already had to take around £200m out of annual revenue budget since Government austerity measures began. This makes the task in hand more challenging. However, by taking an innovative, prudent and robust approach, we have managed to minimise the impact of these cuts on local residents, whilst focusing on our goals:-

- To deliver efficient and effective public services;
- To support our most vulnerable residents; and
- To create new jobs, economic growth and housing.

We will continue this approach for the benefit of Doncaster, with the extension of successful initiatives such as our Smartlight project. We will also use our Capital Budget to invest in vital important improvement works and support new infrastructure.

By publishing these details today, colleagues have time to fully consider the draft budget before we debate it at Council in the New Year. In line with the offer I made last year, I would encourage all Councillors and Political Groups to get involved. I reiterate that offer and I am open to new proposals from colleagues, although I would add that any proposed amendments would need to demonstrate how they would be paid for.

If colleagues do wish to make any proposals, I would encourage them to do so at an early stage, in order that they can be fully considered and costed.

Moving on to my second announcement.

Whilst the news of further Government cuts to Council budgets is not welcome, I am determined that Doncaster should create its own future. We want a thriving Borough with a diverse economy, outstanding leisure opportunities and housing that meets the needs of everyone. I was therefore delighted to launch our new Masterplan for Doncaster Town Centre this morning.

It sets out a development framework which will ensure the centre of Doncaster drives the Borough’s economy, and is vibrant all week long. With its central location, a successful urban centre will deliver opportunities and benefits for communities across the whole district. It is vital for the economic future of our Borough, its residents and businesses.

The Masterplan proposes comprehensive and achievable plans to deliver this ambition. It also makes the most of our existing assets, including our markets, iconic heritage buildings, waterways and green spaces. What is most exciting is that we are already putting the plan into action. Existing projects under development include further development of the market area and a new gateway to Doncaster at the Railway Station.

A summary of the Masterplan, which will be published in full in the New Year, is available on the Council Website.

Finally Chair, I wish to make a brief announcement with regard to HS2.

Last week, the Government announced that it was minded to accept the damaging new proposals for the HS2 in our region. We have already discussed the impact this will have, including the destruction of homes and damage to the economic growth forecasts. In July, we stood tougher, united in our opposition to the proposals. Our position has not changed. Through the current consultation, we will continue to oppose the proposal and fight for a better solution, one which reduces the impact on our local residents and delivers enhanced economic growth to our Region.”

Councillor Bill Mordue, Cabinet Member for Business, Skills, Tourism and Culture, made the following announcement:-

“I would like to echo what Mayor Jones has said. Despite the significant challenges and Government budget cuts we have faced in recent years, Price Waterhouse Cooper have listed Doncaster’s economic growth in the top five in the country and is among the fastest in the UK and I am sure colleagues would like to join me in welcoming this good news, and I would like to put it out there in the Public domain.”

47 Questions from the public in accordance with Council Procedure Rule 13

There were no questions received from the Public.

48 Youth Justice Plan 2016/17

Council considered the Youth Justice Plan for 2016/17, which was a statutory and strategic document produced by the Youth Offending Service (YOS) who were responsible for the discharge of the Plan. The Youth Justice Plan had to be reviewed and considered by Council each year under the Crime and Disorder Act 1998, in order to identify how youth justice services would be provided.

Councillor Nuala Fennelly, Cabinet Member for Children and Young People, informed Members that the Plan set out its resourcing and value for money, identified challenges to its future provision and mitigated the risks for the future delivery of the service. Additionally, it set out a clear structure and governance arrangements along with resourcing and partnership arrangements.

For the first time, the Youth Offending Team had developed a Young People’s Youth Justice Plan which aimed to complement the Corporate Youth Justice Plan, was user friendly, and was designed to help young people and their families gain a better understanding of how the system worked. This user friendly document had been acknowledged as an example of Good Practice throughout the Youth Justice Service in England.

Members noted that all the changes required as a result of the HMIP Full Joint Inspection in 2015, had been implemented into the Plan for 2016/17 and these had worked to contribute to the strong performance of the YOS with Doncaster now seen as having a strong YOS, with a reduction in its custody rate to its lowest ever.

Members welcomed the report and were pleased to see the positive impact that the Plan had on the young people within the Borough.

RESOLVED that the Youth Justice Plan 2016/17, be approved.

49 Neighbourhood Planning - Adoption 'Making' of the Burghwallis and Tickhill Neighbourhood Plans

Councillor Joe Blackham, Cabinet Member for Regeneration and Transportation, presented a report to Council which proposed the adoption of the Burghwallis and Tickhill Neighbourhood Plans which would ultimately form part of Doncaster's Development Plan.

It was reported that Neighbourhood Planning had been introduced with the Localism Act in 2011 and allowed Town/Parish Councils and the associated local communities to produce Neighbourhood Plans for their own areas. A statutory process had to be followed in adopting such plans and there were a number of legally prescribed stages that needed to be undertaken in preparing a Neighbourhood Plan. The final stage was the Referendum, whereby anyone living in the designated area had the right to vote on whether they wanted the Council to use the Neighbourhood Plan as part of the Development Plan and as a consequence, use it in the determination of planning applications for the specified areas.

It was noted that Tickhill and Burghwallis had now produced their own Neighbourhood Plans and the result of the Referendum was overwhelmingly positive with 87% of people voting 'yes' in both cases, opting for the Plans to be adopted.

Following the success of the Referendum in the two areas, the Council was required to adopt a Neighbourhood Plan and as the Local Planning Authority was satisfied that EU and Human Rights obligations had been met, there was no alternative option.

Local Councillors from the Wards affected, welcomed the Plans and stated that it was refreshing to see the local communities empowered. Members wished the areas of Tickhill and Burghwallis every success and endorsed the report.

RESOLVED that the Council formally adopt the Tickhill Neighbourhood Plan and the Burghwallis Neighbourhood Plan as part of the Statutory Development Plan for the Borough.

50 Local Government and Housing Act 1989 - 6 Month Review of the Proportional Allocation of Seats on Committees and Sub-Committees

Council considered a report that advised of any changes to the proportional allocation of seats on Committees and Sub-Committees appointed to by Council following the 6 month review, as a consequence of any changes to the Political composition of the Authority.

Members noted that whilst there had been a change to the Political balance of the Authority, there had been no change with regard to the overall proportional allocation of seats on Committees and Sub-Committees appointed to by Council. However, as a result of the vacancy in the Norton and Askern Ward, there were 3 seats that had been allocated to the Labour Group that were currently vacant and therefore, Council was requested to approve replacement nominations from the Labour Group for the following Committees for the remainder of the 2016/17 Municipal Year:-

- Planning Committee - Councillor John McHale
- Audit Committee - Councillor Iris Beech
- Chief Officers Appointments Committee (Substitute Member) - Councillor Sue McGuinness

RESOLVED that

- (1) it be noted that the existing proportionate allocation of seats on Committees and Sub-Committees remained unchanged from the position reported at the Annual Council Meeting on 13th May, 2016;
- (2) the Labour Group nominations be appointed to serve on the following Committees:-
 - Councillor John McHale on Planning Committee;
 - Councillor Iris Beech on Audit Committee;
 - Councillor Sue McGuinness on Chief Officers Appointments Committee as a Substitute Member; and
- (3) it be noted that no Political Group wished to make any revisions to Committee and Sub-Committee memberships.

51 Council Appointments to Outside Bodies - Sheffield City Region Combined Authority Transport Committee and South Yorkshire Police and Crime Panel

Council considered a report that sought approval for the appointment of Member representatives to fill the existing vacancies on the Sheffield City Region Combined Authority (SCRCA) Transport Committee and the South Yorkshire Police and Crime Panel (PCP).

Members noted that it was important that Doncaster Council was represented on the Outside Bodies identified in order to enable Doncaster to effectively contribute towards the delivery of these bodies' functions.

As outlined within the report, the Membership of the SCRCA Transport Committee was subject to Political proportionality across the four South Yorkshire Districts and therefore, only a Conservative Councillor could be appointed. However, with regard to the allocation of seats on the PCP, Doncaster was entitled to appoint two Labour Councillors, and substitutes.

On being asked for a nomination for a representative on the SCRCA Transport Committee, the Leader of the Conservative Group informed Council that they had chosen not to nominate a Member at the present time as they felt that the current decision making arrangements within the SCRCA did not allow for a meaningful contribution to be made by a representative on this Committee.

RESOLVED that

- (1) no nomination was received for the Conservative Councillor representative on Sheffield City Region Combined Authority's Transport Committee; and
- (2) Councillor John Healy be appointed as the replacement Labour Councillor to fill the vacancy on the Police and Crime Panel.

52 To consider the following Motion, written notice of which has been given by Councillor Rachael Blake and Seconded by Councillor Pat Haith, in accordance with Council Procedure Rule 16.1

In accordance with Council Procedure Rule 16.1, a Motion was submitted by Councillor Rachael Blake and Seconded by Councillor Pat Haith:-

“Doncaster Metropolitan Borough Council recognises and values local pharmacies as a vital primary care health service and as an integral part of the fabric of local communities throughout our Borough.

Doncaster Metropolitan Borough Council notes that 79 pharmacies in the Borough offer a range of services such as dispensing prescriptions, disposal of unwanted medicines and supporting self-care:-

- Pharmacies play an important role in promoting wellbeing such as healthy eating, smoking cessation, exercise, flu vaccination, sexual health and more. We already work closely with them.
- Advice and support services are also available to care homes.
- Local pharmacies are recognising and evidencing their role in improving the health of their local population.

Doncaster Metropolitan Borough Council is greatly concerned about Government imposed threats to pharmacies as a result of cuts in the budget of £170m nationally to take effect from 1st December, 2016.

The actual amount of the cuts may be less now, but being taken over a shorter time period so percentage-wise will have a greater impact – equivalent to around £25k/annum per pharmacy, and also announced is a further 7% cut next financial year on top of this.

Service cuts in pharmacies put more residents at risk as well as putting pressure on GPs and on hospital services and therefore increasing NHS costs. A fully funded community pharmacy service is cost effective and is in the interest of patients and carers.

Doncaster Metropolitan Borough Council agrees to write to the Secretary of State for Health, NHS England and Doncaster Clinical Commissioning Group, detailing our concerns and demanding an immediate reversal of these proposals.”

The Chair afforded all Members the opportunity to speak on the Motion.

A vote was taken which was declared as follows:-

For – 45

Against – 0

Abstain – 0

On being put to the Meeting, the Motion was declared CARRIED.

RESOLVED that Doncaster Metropolitan Borough Council recognises and values local pharmacies as a vital primary care health service and as an integral part of the fabric of local communities throughout our Borough.

Doncaster Metropolitan Borough Council notes that 79 pharmacies in the Borough offer a range of services such as dispensing prescriptions, disposal of unwanted medicines and supporting self-care:-

- Pharmacies play an important role in promoting wellbeing such as healthy eating, smoking cessation, exercise, flu vaccination, sexual health and more. We already work closely with them.
- Advice and support services are also available to care homes.
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Service cuts in pharmacies put more residents at risk as well as putting pressure on GPs and on hospital services and therefore increasing NHS costs. A fully funded community pharmacy service is cost effective and is in the interest of patients and carers.

Doncaster Metropolitan Borough Council agrees to write to the Secretary of State for Health, NHS England and Doncaster Clinical Commissioning Group, detailing our concerns and demanding an immediate reversal of these proposals.

53 To consider the following Motion, written notice of which has been given by Councillor John Mounsey and Seconded by Councillor Nigel Ball, in accordance with Council Procedure Rule 16.1

In accordance with Council Procedure Rule 16.1 a Motion was submitted by Councillor John Mounsey and Seconded by Councillor Nigel Ball:-

“This Council condemns the Home Secretary’s rejection on 31st October, 2016 in Parliament of an Orgreave Inquiry as a grave injustice.

This Council is appalled by the decision not to hold an inquiry into the policing of picket lines at the Orgreave coking plant 18th June 1984 Miners’ Strike. With this ruling, the Home Secretary has shown great contempt for the Orgreave Truth and Justice Campaign, many former miners, their families and communities who for more than 32 years, have waited for the truth and who have displayed huge courage and tenacity in trying to hold the authorities to account. Fighting for those locally who worked at Askern, Barnburgh, Bentley, Brodsworth, Cadeby and Denaby, Hatfield, Markham Main, Rossington and Yorkshire Main.

This Council observes that even the Independent Police Complaints Commission said in their redacted report released June 2015, that there was ‘evidence of excessive violence by police officers, a false narrative from police exaggerating violence by miners, perjury by officers giving evidence to prosecute the arrested men, and an apparent cover-up of that perjury by senior officers’.

This Council is astonished that in the light of such statements the Home Secretary concludes that there are few lessons to be learned by the current police forces from any review of these events, that no one died, there was no miscarriage of justice, no convictions and therefore there will be no inquiry.

This Council notes that 95 miners were arrested and charged with riot offences, including 3 miners from Brodsworth Colliery, but all were later acquitted amid claims that South Yorkshire Police had fabricated evidence. There were also widespread examples of pickets being beaten unconscious by police officers. That miners suffered such treatment simply for exercising their right to protest against the threat to their jobs, their industry and communities.

It is shameful that as yet, no-one has to answer for the events of that day. Monday 31st October has been a bad day for justice. We do however salute the decision of the Orgreave Truth and Justice Campaign to continue with its fight for transparency and a full public inquiry and we will do everything we can to help them.

This Council will write to the Home Secretary asking that she takes into account the opinion of this Council, accepts that there is wide spread public concern about the events at Orgreave and calls on her to order an inquiry into them.”

The Chair afforded all Members the opportunity to speak on the Motion.

A vote was taken on the Motion which was declared as follows:-

For – 39

Against – 2

Abstain – 4

On being put to the Meeting, the Motion was declared CARRIED.

RESOLVED that the Council condemns the Home Secretary's rejection on 31st October, 2016 in Parliament of an Orgreave Inquiry as a grave injustice.

This Council is appalled by the decision not to hold an inquiry into the policing of picket lines at the Orgreave coking plant 18th June 1984 Miners' Strike. With this ruling, the Home Secretary has shown great contempt for the Orgreave Truth and Justice Campaign, many former miners, their families and communities who for more than 32 years, have waited for the truth and who have displayed huge courage and tenacity in trying to hold the authorities to account. Fighting for those locally who worked at Askern, Barnburgh, Bentley, Brodsworth, Cadeby and Denaby, Hatfield, Markham Main, Rossington and Yorkshire Main.

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This Council notes that 95 miners were arrested and charged with riot offences, including 3 miners from Brodsworth Colliery, but all were later acquitted amid claims that South Yorkshire Police had fabricated evidence. There were also widespread examples of pickets being beaten unconscious by police officers. That miners suffered such treatment simply for exercising their right to protest against the threat to their jobs, their industry and communities.

It is shameful that as yet, no-one has to answer for the events of that day. Monday 31st October has been a bad day for justice. We do however salute the decision of the Orgreave Truth and Justice Campaign to continue with its fight for transparency and a full public inquiry and we will do everything we can to help them.

This Council will write to the Home Secretary asking that she takes into account the opinion of this Council, accepts that there is wide spread public concern about the events at Orgreave and calls on her to order an inquiry into them.

54 To consider the following Motion, written notice of which has been given by Councillor Bill Mordue and Seconded by Councillor Linda Curran, in accordance with Council Procedure Rule 16.1

In accordance with Council Procedure Rule 16.1, a Motion was submitted by Councillor Bill Mordue and Seconded by Councillor Linda Curran:-

“Doncaster Council views with concern the injustice whereby the Treasury receives 50% of surpluses from the Mineworkers Pension Scheme, accumulating over £8 billion to date. This is taken from people and communities least able to afford it, particularly across Doncaster Metropolitan Borough Council, a former coal mining area with many ex miners. The money taken is out of proportion to the risk covered, and calls for independent scrutiny by the Public Accounts Committee to address this unfair arrangement.”

The Chair afforded all Members the opportunity to speak on the Motion.

A vote was taken on the Motion which was declared as follows:-

For – 39

Against – 0

Abstain – 6

On being put to the Meeting, the Motion was declared CARRIED.

RESOLVED that Doncaster Council views with concern the injustice whereby the Treasury receives 50% of surpluses from the Mineworkers Pension Scheme, accumulating over £8 billion to date. This is taken from people and communities least able to afford it, particularly across Doncaster Metropolitan Borough Council, a former coal mining area with many ex miners. The money taken is out of proportion to the risk covered, and calls for independent scrutiny by the Public Accounts Committee to address this unfair arrangement.

55 Questions by Elected Members in accordance with Council Procedure Rules 15.2 and 15.3

A. Questions on Notice

In accordance with Council Procedure Rule 15.2, the Chair accepted the following questions from Elected Members during “Question Time”:-

(a) From Councillor Clive Stone to the Mayor of Doncaster, Ros Jones:-

Q. “For past 18 months, Rossington has been blighted by a huge increase in waste processing, and an increase in heavy good vehicles, with no regard to the community.

Despite having an alternative route, Vehicles are travelling through the heart of Rossington past 3 junior schools.

DMBC Planning are looking at granting retrospective planning permission for this lorry park which has been used since August of last year with no planning permission at all!! To continue as a staging post for HGVs for another 18 months!

The site is not fit for purpose and the access is sited on a blind bend, dangerous for pedestrians and motorists.

A. 10

Can we reassure residents that their concerns are being heard and we review and consider all of the objections seriously?”

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

“Thank you for your question Councillor Stone.

I am also concerned about this issue. I would like to reassure you, and residents in Rossington, that the Council is working hard to try and help resolve the problem.

The increase in HGV movements to the Attero Waste Recycling Site occurred because the Environment Agency issued an Environmental Permit Variation. This variation allowed an increase in the volume of waste imported to the site annually. It was done without any consultation with the Council.

Since this time, the Council has been working hard to ensure that the waste processing sites along Bankwood Lane are operating in line with their planning permissions, specifically in terms of hours of operation.

Enforcement action has been undertaken and Breach of Condition Notices have been served on three waste operators. A significant level of monitoring has been carried out by Officers in the Enforcement Team, to ensure compliance with the notices. Ultimately, the best solution would be to create new access into the Industrial Estate which takes traffic away from residential areas whilst supporting businesses to flourish.

The Council has therefore been exploring this opportunity with key local businesses and landowners; we are in advanced discussions over the provision of a new link road from the Great Yorkshire Way, which would reduce the amount of traffic on the local highway network. Through these negotiations, I am hopeful that the project can be delivered.

In the meantime, we must deal with the matter in hand as effectively as possible, within planning regulations and the law. Unfortunately, planning conditions cannot be retrospectively set to limit activity or stipulate routing. The Council has no traffic or highway powers to be able to restrict the volume or type of vehicles using the public highway to legitimately access these premises. Any weight limits for example, would need to allow exemptions for access. I would however, certainly encourage operators to make good use of the new access to Rossington in order to balance the impact on this community.

In terms of the HGV holding area, I understand that a planning application has been received by the Council from Attero. This is for a temporary use of a piece of land at the junction of Bankwood Lane and West End Road.

A significant level of publicity has been carried out by the Planning Department to ensure that residents have an opportunity for their

concerns to be heard. This included a recent 'drop-in' even at the Memorial Hall in Rossington. As part of the Council's consideration of the planning application, the highways implications will also be fully assessed by Highways Officers. Access and pedestrian safety are key concerns, and they will be looked at.

I can assure you that no recommendation has been made yet on the current planning application. Once the consultation has been completed, the application will need to be submitted to the Planning Committee for a decision.

It is important to be clear that as Mayor, I cannot get involved in the determination of planning applications. That decision must go through the proper process. However, all representations made on the planning application will be given full consideration and residents' voices will be heard."

In accordance with Council Procedure Rule 15.7, Councillor Stone asked the following supplementary question:-

Q. "Thank you for your response. The new access to these sites will take a further 12-18 months. In the meantime, these vehicles will continue travelling through the heart of the village past all the Schools and residents' properties, the Police Station, level crossings etc. We do not have a single pedestrian crossing anywhere along the route; residents' safety and concerns must be a priority and must be addressed accordingly.

Why has the company been allowed to use land for the last 15 months with no planning permission in place at all. Is this a case of business coming first over the concerns of residents and how has this improved the quality of life of residents on the Bankwood Lane Estate when we are looking to grant an extension of 18 months retrospectively?"

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

"As I said, Planning Committee will consider this and all representatives will be heard, but I cannot interfere with due process."

(b) From Councillor John Cooke to the Mayor of Doncaster, Ros Jones:-

Q. "Our fresh produce Market is a jewel in the crown of Doncaster, yet many stall holders are unhappy with the rents and charges applied by this Council, and many are now considering their future, which is extremely worrying with so many businesses moving out of the Town Centre.

With the advent of Christmas, would the Council please consider these long standing stall holders and look at reducing their charges before they start voting with their feet, along with lifting parking charges on market days to encourage people to come in to the Town and benefit from this fantastic award winning Market of ours.

I am sure all Councillors would support our local Market and promote this most valuable of assets?”

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

“Thank you for your question Councillor Cooke.

Doncaster Market certainly is a jewel in our crown and one of Doncaster’s key assets. I am determined that they should be as successful as possible.

We have already undertaken a number of initiatives to support the Market and its traders since I became Mayor. This includes action, agreed with the Market Traders, to cut rent rises this year. It follows the implementation of a 10% rent reduction for three months which I also agreed earlier this year to support traders.

I am also pleased to announce that we will once again be providing free parking at Chappell Drive in the lead up to Christmas. This will support the Market and the Town Centre as a whole. In addition, we have an array of exciting events and activities taking place. They include the recent successful Christmas Lights Switch On and I can confirm that the Christmas Land Train will be returning to the markets again.

Of course, the Coca-Cola Lorry will be bringing even more Christmas spirit to the Market when it arrives in Doncaster on December 8th. Over 3500 people have already indicated that they will be attending that event, giving a huge boost to the Markets and its Traders.

We are further developing our partnership approach to services and events in the Town Centre. Colleagues will also have noted that extra Police Officers have been allocated to the Town Centre and Markets area, to help ensure the environment remains pleasant and safe for traders and our residents.

I can announce that we are also producing a new ‘Doncaster Markets 2025 Strategy’ to ensure that the Markets continue to improve and remain successful in the coming years.

Finally, as colleagues have heard, this morning I launched our exciting new Masterplan to boost the Town Centre. Regeneration of the Markets area is a key cornerstone of the masterplan. We are determined to create a successful Markets area which is vibrant seven days a week, rather than just on market days.

Our new plans will make the most of our iconic heritage buildings, including the Corn Exchange and Wool Market. Restoration work has already started on the Corn Exchange Building and the plan will also deliver additional parking at the popular markets car park.

Together, these initiatives demonstrate how my Cabinet and I are working together to deliver a comprehensive and achievable plan to maximise the success of our Markets and whole Town Centre. It is a

plan that has been sorely missing under the previous administration, but one that shows the difference that can be achieved under a Labour Mayor.

In accordance with Council Procedure Rule 15.7, Councillor Cooke asked the following supplementary question:-

Q. "Although I appreciate the positive efforts of the Mayor to promote the Market at Christmas and I do agree that this Council requires a suitable and sustainable plan, it should enshrine a clear, free parking policy for close and adjacent car parks on a 7 day, 52 week basis, especially in the afternoons, to encourage and enable greater access to our jewel in the crown which was developed by independent traders well before this current Labour administration?"

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

"Thank you for your second question and I reiterate that we're making the whole of the Chappell Drive car park available from the 7th of December which will assist not only the Market, but also the trade within the whole of the Town Centre."

(B) Questions Without Notice

In accordance with Council Procedure Rule 15.2, the Chair accepted the following questions from Elected Members during Question Time:-

A. Questions to Ros Jones, Mayor of Doncaster

Q. Councillor James Hart asked the Mayor of Doncaster, Ros Jones:-

"I want to ask a quick question around the Urban Master Plan announced earlier today. I love a master plan; I think it is fantastic. I am a firm believer in the fact that we would not have the building we are sat in, or CAST and some of the other improvements we have around the Town Centre if we did not have a forward looking plan.

I was a little surprised with the communication you sent out earlier on including the details of the Plan from your own website; although, I thought it was a bit early for electioneering. But, I am interested to hear about how we will take this forward and what sort of timescales are involved, and the action plans behind it and if there is anything you can 'flesh out' for us, but I appreciate that it is early days?"

A. "As the actual statement states, this is actually a plan to hang many things on. It splits the Borough so that we can actually get the right call as we work forward in order to achieve economic benefit for all. Individual schemes will come along and will be undertaken with consultation and networking with the right people. What we are saying is this; we have commenced work on the Market, we will be commencing work on the Railway Station which is the gateway to the centre, but this is the initial launch and the full Master Plan will be out there, early next year, for people to see. This is the right thing to do.

This is not about electioneering; this is about actually improving the economy of this Borough, which we all should get behind, and make sure we make Doncaster a thriving, economic, sustainable place. Thank you for your question.”

Q. Councillor Nick Allen asked the Mayor of Doncaster, Ros Jones:-

“I would like to know what meaningful assistance the Council has offered to the residents of ‘Tent City’ which seems to have appeared over the last month or so. I am sure we are all aware of the bad winter we are going to have and yet, here we have a very obvious and real problem with homelessness in the Town. ‘Tent City’; I am sure we could offer them meaningful assistance other than tents?”

A. The Mayor of Doncaster, Ros Jones gave the following response:-

“Homelessness is increasing in Towns and Cities across the country. It is something that should concern us all and in my view, the Government must take action to tackle the root causes of the problem.

Their austerity measures are clearly hitting the poor people who can afford it least. Of course, homelessness and ‘sleeping rough’ is a complex issue, but we have some excellent services in Doncaster, provided through the Council, St. Leger Homes and a range of local organisations. Council Officers have been to the site to see the organisers of ‘Tent City’ to speak to those there and support them into services.

We have already had success through this approach and we will continue the work being done. We have also offered ‘Tent City’ a seat at the table to speak to us and share their knowledge and experience with us. I am pleased to say that we have agreed to work together, along with others who are trying to help the homeless, to address the issue.

Only if we work in this way will we succeed in helping as many people who find themselves homeless or sleeping rough so we are working very much in partnership with as many different sectors as possible.”

In accordance with Council Procedure Rule 15.7, Councillor Allen asked the following supplementary question:-

Q. “Has any of that assistance actually moved any people from the streets into a home?”

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

“The assistance provided has certainly moved at least 5 people and I know of 1 further person who has moved away to find housing. We will continue to work with all concerned who have complex needs; 6 people have already been assisted and we will work with each and every one.”

Q. Councillor Clive Stone asked the Mayor of Doncaster, Ros Jones:-

A. 15

“Following on from Councillor John Cooke’s remarks, I was wondering why it’s not possible with regard to the Market Place, to follow the example of Rotherham and Barnsley Councils who have obliterated the car parking charges totally at weekends to enhance footfall in their Markets.

It’s welcome that we have free parking facilities at Chappell Drive, but has anyone tried to cross the dual carriage way with bags of shopping on a Saturday? It’s welcomed, but unfortunately it’s not really what we are looking for.”

A. The Mayor of Doncaster, Ros Jones gave the following response:-

“We will continue to support where we can with massively reduced resources imposed upon us from Central Government. We are working with the Market Traders and what we have done with their rents alone is a big assistance to them.

I too walk along that road and park at Chappell Drive, and carry bags. More importantly, we are actually helping not only the Market Traders, but also the whole of the Town Centre which needs massive help in order to make ours a really vibrant Town. We have actually survived very well regarding the closure of certain stores, but more importantly, we have got to ensure that we deliver for the whole of the Borough and the Markets is one part which we see as very much a corner stone. Thank you for your question.”

In accordance with Council Procedure Rule 15.7, Councillor Clive Stone asked the following supplementary question:-

Q. “Just to add another fact, we are aware that three Market Stall Holders will be leaving the Market after Christmas which is a sad indictment, so let’s see what happens?”

A. The Mayor of Doncaster, Ros Jones, gave the following response:-

“I would urge any of the Market traders to speak directly with our Market staff. We are working hand in glove; we are always there trying to assist where we can so I would urge them to get in touch with the Market staff initially, because I know there is consultation currently going on now.”

B. Questions to the Deputy Mayor, Councillor Glyn Jones, Cabinet Member for Adult Social Care and Equalities

Q. Councillor Rachael Hodson asked the Deputy Mayor, Councillor Glyn Jones:-

“Does the Deputy Mayor agree with me that the lack of funding for the NHS and Social Care in the Government’s Autumn Statement, is a damning indictment of the Government’s approach to sick and

vulnerable people? Listening to the budget, it would seem that the Chancellor forgot to mention the NHS completely.”

A. The Deputy Mayor, Councillor Glyn Jones, gave the following response:-

“Thank you for your question. I too am deeply disappointed that there was no announcement from the Chancellor yesterday regarding funding for the NHS and particularly, Social Care.

The Government is forcing costs on to local taxpayers and it is quite simply not good enough; it’s not good enough when a national solution is required for this issue.

It is not just me that thinks this is a major problem. Lord Porter of Spalding, the Conservative Chair of the Local Government Association, led criticisms, warning that Local Authorities face a £5.8bn, (I did say a £5.8bn) funding gap by 2020, putting services at breaking point.

He said ‘It is unacceptable that this has not been addressed in the Autumn Statement’, and quite frankly, I agree with him.”

In accordance with Council Procedure Rule 15.7, Councillor Hodson asked the following supplementary question:-

Q. “Thank you for your response. Just to say, I am sure that all the Councillors hope that you are doing everything that you can to try and put pressure on the Government to look again and increase the funding going into the NHS and Social Care, especially given the dire state of the situation, especially in Doncaster and its surrounding communities?”

A. The Deputy Mayor gave the following response:-

“Indeed Councillor Hodson, we are doing that, along with the LGA who I know are making representations on our behalf on a daily basis. Thank you for your question.”

Q. Councillor Cynthia Ransome asked the Deputy Mayor, Councillor Glyn Jones:-

“Councillor Jones, I would like to ask a question with regard to the equalities of the elderly residents in rural areas. In my Ward, elderly residents in Hampole and Skelbrooke no longer have a bus service. They did have a bus that ran two days a week, which in fact they couldn’t use their bus passes on and had to pay for, but then the bus was stopped and these people were been forced into isolation. Now, we do have a bus one day a week, which is on a Monday and which its users have to pay for, but this is no good, it’s not a market day and when we talk of how good Doncaster’s markets are and improving the Borough, it’s no good if people can’t get out and use the markets or go anywhere.

We asked the question what happens if pensioners need to visit the Doctor and we were told that they can use 'Dial-a-Ride', which is all very well and good, but this is costing people £4.50 each way, and £9 for a round trip. My concern is that there are many extra buses in lots of areas, but really, why is it that in the places that need them, they aren't getting them and the rural villages are being cut off?"

A. The Deputy Mayor gave the following response:-

"I absolutely agree with you Councillor Ransome and I sympathise with you regarding the bus services. Many people are facing the same situation all across Doncaster and it goes back to 1986 when the bus service was deregulated, and it decimated services. It is now being run as a private business and has been brought about by cuts from Central Government. I will see if there is anything I can do, but the blame is laid at this Government."

In accordance with Council Procedure Rule 15.7, Councillor Cynthia Ransome asked the following supplementary question:-

Q. "There is a lot of blame being laid at the Government! I also remember the mess the Labour Party left the country in. This is Doncaster's problem and the South Yorkshire Passenger Transport Executive have been naughty and cooked the figures; they have said the bus service was not used when in fact there were 10-15 people using this service twice a week. They laid on a minibus for this service which was perfectly adequate whereas now, there is a huge bus, just once a week, which is not value for money?"

A. The Deputy Mayor gave the following response:-

"I find it interesting how the Conservative Group have decided not to put anyone on the Transport Committee in South Yorkshire where they could raise this issue personally, but I will indeed take this issue back for you."

Q. Councillor Nigel Ball asked the Deputy Mayor, Councillor Glyn Jones:-

"Thank you Deputy Mayor for triggering my memory; it was actually the Tory Party back in the 1980s that basically deregulated the bus services and transport services which has led to the services being run for profit, not as a public service, which has ostracised and made all these people quite vulnerable in rural villages. On top of that as well, the £170 million cuts that's being aimed at pharmacies will further compound that vulnerability and that issue is again coming from a Tory Government and these outlying rural villages and communities are basically being left as ghost Towns; I can't really see where Labour has got the blame for that as it lies squarely with the Tory Party."

A. The Deputy Mayor gave the following response:-

"Thank you Councillor Ball for that succinct question and I totally agree with the sentiments you have raised."

C. Questions to Councillor Joe Blackham, Cabinet Member for Regeneration and Transport

Q. Councillor Steve Cox asked Councillor Joe Blackham:-

“I would just like to ask Councillor Blackham of his thoughts about the Transport Executive Committee?”

A. Councillor Blackham gave the following response:-

“There is no such group. The Executive is actually the Leaders of the Authorities. The Transport Committee is not an Executive; it has no decision making capacity; it does not set the budget; it does not set the priorities and certainly, it does nothing in terms of being able to contribute. The reality is, it can only operate within a given budget and as the budgets to Local Authorities are cut, transport will also take its share of that reduced budget and the reality of that is that the consequence is a reduced transport provision, not only to our rural communities, but many of our urban centres as well. We do not have the provision we previously had.”

In accordance with Council Procedure Rule 15.7, Councillor Cox asked the following supplementary question:-

Q. “Would you agree with me that there is really no purpose for that particular Committee?”

A. Councillor Blackham gave the following response:-

“I have already advised you that there is no real function for that Committee; it is in the throws of a reorganisation that eventually will find a role for a Transport Committee even if it is only an Overview and Scrutiny function, but it is not a decision making body.”

Q. Councillor Cynthia Ransome asked Councillor Joe Blackham:-

“Joe, I would like your help again. This week it is with regard to Planning. I’ve received a number of complaints from people stating that they can’t get through, the Planning Department don’t return their calls, they don’t return emails and when they do get through to them, it’s like they can’t get rid of them quickly enough. They feel like a hot potato being passed from Department to Department. I would very much appreciate your intervention or your feelings on this. One of the other things that is happening is that when applications are passed and conditions are applied, these are not being adhered to, and when residents contact Planning Enforcement to complain again, there is no response or it takes several weeks or months before it is being looked at. The general feeling is that if you submit a planning application, you can do what you want after it’s approved?”

A. Councillor Joe Blackham gave the following response:-

“I find it intriguing actually, as latterly we’ve moved from a more reticent Planning regime to a very proactive Planning regime. We are working within Nationally agreed timeframes for dealing with planning applications where we have seen performance rise from around 67% to 96% which is a phenomenal change. There should be no difficulty in terms of connectivity, especially considering we now have a single enforcement entity and as a result, it is not just Officers within the Planning Department who can enforce planning issues. In fact, we reacted very quickly to one case a week ago in Hatfield, which was actually dealt with overnight. If you provide me with details, I will investigate these cases and make sure I provide the feedback you require.”

In accordance with Council Procedure Rule 15.7, Councillor Ransome asked the following supplementary question:-

Q. “Thank you and I will. I appreciate planning applications are being dealt with quicker and that they are going through the process, but my big complaint is when the conditions that have been applied are not being met and when people ring up, they can’t get through, and then when they do it is not followed up, so I will indeed give you the details of three cases I am aware of?”

A. Councillor Blackham gave the following response:-

“As I suggested, if you let me have those details, I will look into this and I will ensure I provide you with that information.”

Q. Councillor Nick Allen asked Councillor Joe Blackham:-

“Do you think the Asset Management Board should become more open and transparent, and perhaps be reconstituted as a sort of Overview and Scrutiny Panel where Councillors from across the political spectrum can sit on the Asset Management Board particularly valuable given the reasons relating to the Call-In where there was a dispute about the value of certain assets which we were disposing of.

Do you think it would allow us to avoid that situation in the future if Councillors were able to sit on the Asset Management Board similar to an Overview and Scrutiny Panel?”

A. Councillor Blackham gave the following response:-

“As I have already corresponded to you in an email, the Assets Board is made up of Officers of the Authority. There are no Elected Members because it is purely a ‘mechanical’ thing. There is no need for Elected Members to be present. The only Elected Member is myself; I sit on the Asset Decision Making Board along with Dave Wilkinson and Steve Mawson, and they make recommendations, not decisions. None of this is decision making. The ultimate decision rests with the Mayor of Doncaster who is the Executive of this Authority. So, there is no involvement currently, nor is it anticipated there will be any involvement in future of Elected Members.”

In accordance with Council Procedure Rule 15.7, Councillor Allen stated the following:-

Q. "Thank you for the clarification.

D. Questions to Councillor Tony Corden, Cabinet Member for Customer, Corporate and Trading Services

In the absence of Councillor Tony Corden, Cabinet Member for Customer, Corporate and Trading Services, the Chair of Council informed Members that any questions for Councillor Corden should be submitted in writing to the Executive Office after the meeting and a response would be provided accordingly.

E. Questions to Councillor Nuala Fennelly, Cabinet Member for Children, Young People and Schools

Q. Councillor James Hart asked Councillor Nuala Fennelly:-

"I had my finger hovering over the download button as the Education and Skills Commission Report came out on 21st October.

I was a little disappointed that it's not on today's agenda for Members to discuss the recommendations of the Commission's findings. The 30 recommendations that are included in it are very interesting recommendations that we can grab as an Authority and take forward.

I am a little disappointed by the lack of inclusion of apprenticeships; it mentions the word apprenticeships just 3 times. In fact, recommendation 19 is to have another review into the Post 16 skills provision available, so it would have been better to have more clarity on that in the report in order that we could have a more joined up approach.

My question is, have we got a long term plan of how we see this being put into action, reviewed and then acted upon; what are we going to do with it?"

A. Councillor Nuala Fennelly gave the following response:-

"The Education Commission was initially set up for professionals to come in and look at what we do and the professional people that came in, had a view of the whole of Doncaster and how our Education fits together and yes, apprenticeships were included in that and we have different sections in the education department, and we will work with regeneration and education partners, that will also work with apprenticeships.

What we are doing at the moment is that we are working on the findings from the Commission and we are putting a plan together. Technically, we do not have to take any notice of what's in that; we can take out bits

that we do not want. We are looking at what pieces we know will work and we obviously need to do this as quickly as possible.

I cannot give you an end date for our plan to come out at moment, but I will do in the future. We are waiting for our GCSE results which will not come out until 19th January, 2017. They should have been out in October, then December, but now we will not get them until 19th January.

So, we can build on what we have already got and we can look to the future and decide where we are going to go and how we are going to do that. This will be decided through myself, the DCS, Assistant Directors and Managers of each Department, and how we will use that plan to move forward and I think this is one of the key things we have to do. What they said to us is, 'this is what is wrong', it's what they see is wrong not what we see is wrong; an outside perspective is good, but sometimes you have other information inside that works a little bit better.

So, what we need to do is look at the whole plan of what the Education Commission has said, but there are other things coming in the background. We have got Sixth Form Colleges to look at. We have got a new Principal at the College and we do not know what she will change at the College. We do not know what's going to happen with lots of different things.

As you all know, all our Secondary Schools are Academies and we don't have as much information on them as we should have, but I have to say, all the Head Teachers have been very good about what the Education Commission has said. They agree with most of it and we agree with most of it, so we are looking at doing that, but we will not be doing that in isolation just with the Council. We will be doing this as a partnership with the Schools and partners like the NHS. This all works together for the whole of Doncaster; it comes under Team Doncaster.

It will work in the way that if we need children to be assessed in School for their health, then that needs to be done. If we need children to be assessed for their academic prowess, then we need to look at that as well. So, it is about the whole picture. It's also about children in care who will come through us, in our Schools, it's a massive picture that we are trying to put together. So we will put it together and we will come up with a plan that hopefully will work. We will bring information to Council and what I can do, every month, is feedback to all Ward Members about where we are with different things, and we intend to feed back in the same way as we move forward with the Education Commission Plan for the whole of Doncaster. All the Schools are up for it; nobody has refused to come in on the plan."

Q. Councillor Cynthia Ransome asked Councillor Nuala Fennelly:-

"I am a great believer in education. What irritates me intensely and maybe I am being slow on this, but why do Senior School Children

come out of School at 2.30 pm? I have heard that they start earlier, but surely, the answer would be to have them in School longer.”

A. Councillor Nuala Fennelly gave the following response:-

“I totally agree with you actually because one thing I say is that they should be in School. What I do know is they go in 30 minutes earlier and they have less of a lunch break, but that is entirely up to the Schools to choose if they want to do this. If I think about it, students used to have ‘Sports Afternoons’ on a Wednesday, but they don’t have ‘Sports Afternoons’ anymore.”

Q. Councillor Neil Gethin asked Councillor Nuala Fennelly:-

“Do you agree with me that a good place for Council Members to come in to discuss the Education and Skills Commission is the Children and Young People’s Overview and Scrutiny Panel Meeting which is on Tuesday, 6th December, which Councillor Hart will be welcome to attend, at 10.00 am. We have allowed an hour on the agenda to discuss the issues and for any Members who wish to put forward anything towards the Commission Plan. This is possibly a much longer time than we may have had at Full Council. Everyone is welcome to attend and if anyone wishes to put an item into that, I am more than happy to accept it, and discuss it as Chair of the Children and Young Peoples Overview and Scrutiny Panel. Therefore, do you agree that it is a good idea?”

A. Councillor Nuala Fennelly gave the following response:-

“I do agree. You can go to the Overview and Scrutiny Meeting and ask questions. However, you will be limited on the answers you will get; you will be able to put your opinions forward, but you still will not be able to get the answers to your questions because until the plan is put together, nothing will be decided. You can attend, ask your questions and if you want to input into the process, I would suggest you do so, but we will only introduce the plan to everyone when it is ready.”

F. Questions to Councillor Pat Knight, Cabinet Member for Public Health and Wellbeing

In the absence of Councillor Pat Knight, Cabinet Member for Public Health and Wellbeing, the Chair of Council informed Members that any questions for Councillor Knight should be submitted in writing to the Executive Office after the meeting and that the Cabinet Member would respond accordingly.

G. Questions to Councillor Chris McGuinness, Cabinet Member for Communities, the Voluntary Sector and Environment

Q. Councillor Cynthia Ransome asked Councillor Chris McGuinness:-

“Fly tipping; what I find is a declaration of how many reports we have about fly tipping. My Ward, Sprotbrough, is next to the highest. The villagers I would say are in despair. They telephone, email, arrange

litter picks; people are ready to talk to them, but they never see any action. One of the comments that came up, which is a good idea, is to keep the tips open, considering that they have been closed. Apparently, as I have been informed, all the tips, I mean Recycling Centres (household waste), close on the same day; they do in the areas these people are talking about?”

A. Councillor Chris McGuinness gave the following response:-

“What I can tell you is there is a review ongoing into Household Waste Recycling Centres. Their opening hours at Christmas will not be changing; there will not be the closures over the Christmas period that there were before. That’s where we are at the moment so I can’t give you a definitive answer.”

In accordance with Council Procedure Rule 15.7, Councillor Ransome asked the following supplementary question:-

Q. “What are you going to do about fly tipping?”

A. Councillor McGuinness gave the following response:-

“We are doing a lot about fly tipping, but I can get a report back to you if you require.”

Q. Councillor Craig Sahman asked Councillor Chris McGuinness:-

“Every time I see a problem regarding fly tipping in my Ward of Sprotbrough, I am happy to say it is cleared up within 24 hours so I don’t see this as a big problem. However, if there is a problem I think this may be caused due to issues with neighbouring rubbish sites. For example, if you live at Hickleton and Barnburgh, you can’t drop your rubbish at Thurnscoe Waste and Recycling Site which is only 1 mile away and instead, you have to go to the site at Conisbrough which is 3 miles away. They will not allow you to put your waste in this site. This causes people to fly tip and you can see this happening at Barnburgh and Hickleton. It does need something doing about it so we can work more closely with neighbouring authorities and have this conversation?”

A. Councillor Chris McGuinness gave the following response:-

“We have been trying to work closely with the BDR partnership and this is something I will bring up as I don’t think this been raised before. I don’t think there is any mechanism for dealing with this at the present time and what happened outside of the boundary, so I will raise this as part of the review of the South Yorkshire Waste Strategy.”

In accordance with Council Procedure Rule 15.7, Councillor Sahman stated the following:-

Q. “In Thurnscoe, they do ask you for your post code and if you do have a Doncaster postcode, they do turn you away; I know as I have had it done to me.”

Q. Councillor Andy Pickering asked Councillor Chris McGuinness:-

“Just to echo what Councillor Sahman has just said; we find a similar situation. The closest tip is in the Rotherham Borough and bearing in mind most of the waste comes back into the BDR Waste Partnership, it seems ridiculous that we cannot use Rotherham and vice versa if it is in fact more suitable for people?”

A. Councillor Chris McGuinness gave the following response:-

“As I said, I will take it back. I am fascinated; we have just had a really long consultation on the waste contract and waste collection and management strategy, and I don’t recall seeing any of this. No one has brought this up before; it’s the first time I have heard of it, but I will come back on it.”

In accordance with Council Procedure Rule 15.7, Councillor Pickering stated the following:-

Q. “It is not a question exactly, but as Councillor Sahman has said, if you do visit the site at Thurnscoe, they do ask you for your post code as they do in Swinton now.”

Q. Councillor Clive Stone asked Councillor Chris McGuinness the following question:-

“Just a quick question, in light of the advent of applications in Nottinghamshire and Misson in terms of fracking, I wonder if you can clarify if we have had any applications or if there is anything pending on the fracking front, one way or another, in Doncaster?”

A. As the question fell within the remit of the Portfolio of Councillor Joe Blackham, Councillor Blackham gave the following response:-

“There are none that I am aware of.”

H. Questions to Councillor Bill Mordue, Cabinet Member for Business, Skills, Tourism and Culture

There were no questions put to Councillor Bill Mordue, Cabinet Member for Business, Skills, Tourism and Culture.

I. Questions to Councillor Jane Nightingale, Cabinet Member for Housing

There were no questions put to Councillor Jane Nightingale, Cabinet Member for Housing.

J. Questions to Councillor John Mounsey, Chair of the Overview and Scrutiny Management Committee

There were no questions put to Councillor John Mounsey, Chair of the Overview and Scrutiny Management Committee.

56 To receive the Minutes of the following Joint Authorities

RESOLVED that the Minutes and Briefing Notes of the following Joint Authorities be noted:-

- A. South Yorkshire Police and Crime Panel held on 9th June and 8th July, 2016;
- B. Sheffield City Region Combined Authority held on 12th September, 2016;
- C. South Yorkshire Fire and Rescue Authority held on 19th September, 2016, and Section 41 Briefing Notes for September, October and November, 2016; and
- D. South Yorkshire Pensions Authority held on 6th October, 2016.

CHAIR: _____

DATE: _____

To the Chair and Members of Council

Proposals for Localised Council Tax Support for 2017/18 (the Local Council Tax Reduction Scheme)

Relevant Cabinet Member(s)	Wards Affected	Key Decision
The Mayor	All wards	Yes

1. EXECUTIVE SUMMARY

From 1 April 2013 Council Tax Benefit was replaced by Local Council Tax Support (LCTS). Under LCTS, billing authorities have to decide for working age claims who is eligible for a reduction in their Council Tax and what level of support they should receive. Pensioners and other aspects of the scheme are prescribed by regulations and the Council has no discretion in relation to these matters.

The Authority is required to consider whether to revise or replace its scheme on an annual basis. The main revisions to the scheme we are proposing from the 1st April 2017 are those we legally have to make under the Prescribed Requirement Regulations which were laid before Parliament on 22nd December 2016 and come into force on the 15th January 2017. The only other changes are to uprate some of the rates and allowances used to work out support for claims from those of working age. These are uprated in line with the Government's rates that apply to Housing Benefit, and our local scheme has stipulated that we will apply this uprating on an annual basis since it was introduced in 2013.

In accordance with the legislation, the final revised scheme has to be decided by Full Council by the end of January 2017.

2. EXEMPT REPORT

The report is not an exempt report.

This report provides Members with the revised scheme.

3. RECOMMENDATIONS

Members are requested to:

- i. Note the protection for pensioners as a result of the annual uprating of allowances, premiums and non-dependant deductions which are prescribed

by the Government and the associated change in expenditure which is funded locally.

- ii. Confirm that the Authority should uprate relevant allowances and premiums for those of working age in line with the annual uprating set by the Government and used in the current scheme and in other forms of support including Housing Benefit. The Government has decided to freeze certain allowances for 4 years from April 2016.
- iii. Note that any increase in Council Tax liability for the Council, its major preceptors and local parish preceptors will increase the cost of Local Council Tax Support. The assumptions used in the cost of the scheme are an increase of 1.95% for Doncaster's Council's Tax and that of the major preceptors and parish preceptors. There is also a further 2% Council Tax increase proposed and built into the assumptions for the Social Care flexibility. The purpose of this flexibility is to increase Council Tax further to help to fund additional expenditure pressures created by the Government's changes to the National Living Wage which has a significant impact in social care contracts and some of the additional spending pressures created by an increase in older people accessing social care services. Even a further 2% additional increase in Council Tax does not cover the additional expenditure created from the national living wage.
- iv. Consider the Equality analysis attached at Appendix 1 and Due Regard Statement as part of the decision making.
- v. Approve the revised scheme which is linked at Appendix 2 and has been amended to take into account The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016. These regulations in the main are to ensure consistency with changes to social security legislation. The amendments also increase certain of the figures which are used in calculating whether a person is entitled to a reduction and the amount of that reduction. These increases relate to pensioner claims and most of the rates used in the calculation of working age claims have been frozen in line with the rates for Housing Benefit. The Regulations were issued on the 22nd December 2016 and come into force on the 14th January 2017 for application in the Council's revised local scheme from the 1st April 2017.

4. WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

Localised Council Tax Support is a means tested form of help to assist the poorest of Doncaster's citizens towards reducing the amount of Council Tax they have to pay.

There are currently 26,300 households receiving a reduction in their Council Tax from the local support scheme in Doncaster. Of these over 11,900 are of pension age and more than 14,400 are of working age on a low income.

5. BACKGROUND

Under national Welfare Reforms, the Council Tax Benefit scheme was replaced by Localised Council Tax Support from 1 April 2013. Once a Local Council Tax Support scheme has been made by the Council, it cannot be revised for at least one financial year. A billing authority must, however, consider whether to revise or replace its scheme with another one on an annual basis. In practice, this requires any options to significantly amend the scheme other than the prescribed requirements to be considered as part of the budget setting process to enable the decision making processes to be concluded in time for Council Tax annual billing preparations.

Any replacement or revision to a scheme must be made by the Council by 31 January immediately before the financial year in which it is to take effect. The decision to approve the scheme is reserved for Full Council and cannot be delegated.

Consideration is also required to be given to transitional provisions where the support is to be reduced or removed as the Authority thinks fit. The Local Government Finance Act states that a billing authority must have regard to any guidance issued by the Secretary of State.

Through the Prescribed Requirement Regulations, the Government continue to confirm their commitment to protecting pensioners on low incomes, who it does not want to see disadvantaged as a result of the introduction of Local Council Tax Support schemes. The intention has always been that the provisions for pensioners will replicate, as far as possible, the provisions under which pensioner eligibility for Council Tax Benefit was assessed. To ensure that this protection is maintained, the Government has amended the Prescribed Requirements Regulations again to uprate the allowances, premiums and non-dependent deductions for pensioners for 2017/18. We are required to include in our scheme all matters covered by the Prescribed Requirement Regulations.

To deliver this protection, and to keep the allowances and premiums which measure need broadly in line with those for Housing Benefit, the Authority has to meet these costs. The amendments were made in December in line with Pension Credit uprating.

The implementation of Local Council Tax Support coincided with other major reforms to the welfare system; Housing Benefit restrictions for under-occupation in the social sector; Discretionary Housing Payments and other welfare reform changes such as benefit sanctions. Other changes which are currently on-going are the changes to the overall Benefit Income Cap, the replacement of Disability Living Allowance with Personal Independence Payments, the review of Employment Support Allowance cases and the introduction of Universal Credit. Some claimants may already have been affected by multiple changes arising from the reforms and be subject to further welfare reform changes in the coming years.

The amount Doncaster has awarded in Local Council Tax Support in 2016/17 is lower than initially estimated as the caseload for LCTS has not continued to rise at

the levels experienced in the previous years of the economic downturn. This has contributed to an increased tax base and surplus in the Collection Fund which will be considered as part of the Council's budget and tax setting process.

The Local Government Finance Act 2012 placed a requirement on the Government to conduct a review of all LCTS schemes within 3 years of the Act taking effect. This review has reported its findings of how LCTS schemes are working across the country and Ministers are currently considering how the reviews findings are to be implemented. There are no changes proposed for the 2017/18 financial year. The review did not recommend that LCTS should be moved into Universal Credit as it concluded it would be complex and disruptive to both central and local government and also would cause unnecessary financial risk to councils and bring confusion and disruption to LCTS recipients. The review did recommend that the need for schemes to be agreed by Council by the end of January each year should be revised to agreement on a rolling basis by the end of March in coming years.

6. OPTIONS CONSIDERED AND REASONS FOR RECOMMENDED OPTIONS

It is proposed that the revised Local Council Tax Support scheme has the following features:-

- i. It continues to provide support for pensioners and other changes in line with the requirements of The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016.
- ii. It continues with a local disregard of various war pensions and war disablement pensions which are only partially disregarded under the national regulations. The cost of this to be borne locally for 2017/18 is estimated at £50,000. This is in line with the Mayor's priority to be a strong voice for Doncaster's veterans.
- iii. It continues to provide maximum support to the poorest households defined as those on 'passport' benefits (Income Support, income-based Jobseeker's Allowance or income-related Employment and Support Allowance and for those with income below their needs allowance (applicable amount which is the measurement of need).

The amounts of the benefit rates will be increased or frozen in line with the increase in rates set out by the Secretary of State in the Housing Benefit regulations (for working age claims) and amendments to the Prescribed Requirement Regulations (for pension age claims).

- iv. All other aspects of the scheme remain as in the previous scheme agreed for 2016/17.

When the scheme for 2016/17 was approved by Council, Members indicated that it was hoped that further local changes to the scheme would not be required in 2017/18 other than those required under the prescribed requirements and the consideration of the annual uprating of allowances and premiums used to calculate support.

7. IMPACT ON THE COUNCIL'S KEY OUTCOMES

	OUTCOME	Implications
	<p>All people in Doncaster benefit from a thriving and resilient economy.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>To maintain work incentives within the proposed scheme such as earnings disregards to assist in making work pay.</p> <p>Earnings disregards, taper and extended payments help people into work and to keep more of their earnings.</p> <p>Increased earnings disregards for lone parents and people with disabilities provide extra help to those with more significant barriers to work.</p> <p>Using our discretionary power in our Local Council Tax Support scheme to disregard war widows and war disablement pensions.</p>
	<p>People live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>Help protect those with the lowest incomes, minimising financial pressures on those with least ability to pay their Council Tax.</p> <p>Disregards and extra premiums for those who receive disability benefits ensure extra costs for those with disabilities are catered for when the amount of Council Tax they must pay is calculated.</p>
	<p>All families thrive.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>Applicable amounts are designed to give families a higher needs allowance than those without children.</p> <p>Disregard of childcare costs for authorised providers ensures families can improve their incomes through work whilst providing adequate care for their children.</p>
	<p>People in Doncaster benefit from a high quality built and natural environment.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>To maintain work incentives within the proposed scheme such as earnings disregards to assist in making work pay.</p> <p>Earnings disregards, taper and extended payments help people into work and to keep more of their earnings.</p> <p>Increased earnings disregards for lone parents and people with disabilities</p>

		provide extra help to those with more significant barriers to work.
	Council services are modern and value for money	Using savings gained from changes to Council Tax discounts and exemptions in the Collection Fund to support the scheme.
	Working with our partners we will provide strong leadership and governance.	As part of Team Doncaster Strategic partnership we have worked with our partners on the Anti-poverty steering group and Financial Inclusion group to deliver outcomes to support those experiencing poverty and subject to welfare reforms.

8. RISKS AND ASSUMPTIONS

The Council is required to have a Local Council Tax Reduction Scheme and would not be discharging its duties with regard to equality, disability, child poverty or with regard the Armed Forces Covenant if it did not provide a level of support. Significant hardship would be caused to many of the poorest households in Doncaster who receive full and partial Council Tax support, meaning their income is so low that they do not have the means to pay Council Tax. It is unlikely that as a billing authority we would be in a position to collect all the Council Tax charge from those who are poorest in Doncaster with the least means to pay.

9. LEGAL IMPLICATIONS

In accordance with Section 13A (2) Local Government Finance Act 1992 as amended (“the Act”), each billing authority in England is required to make a Council Tax Reduction Scheme which specifies the reductions to Council Tax payable, by persons or classes of persons whom the authority considers to be in financial need.

The Act requires billing authorities to either review or revise their schemes on an annual basis and in Doncaster this must take place no later than 31 January 2017. Before making a scheme (or revising or replacing it) the billing authority must consult any major precepting authority which has power to issue a precept to it, publish a draft scheme in such manner as it thinks fit, and consult such other persons as it considers are likely to have an interest in the operation of the scheme.

The decision maker must be aware of their obligations under section 149 Equality Act 2010, the Public Sector Equality Duty (PSED). It obliges public authorities, when exercising their functions, to have ‘due regard’ to the need to:

- a. Eliminate discrimination, harassment and victimization and other conduct which the Act prohibits;
- b. Advance equality of opportunity; and
- c. Foster good relations between people who share relevant protected

characteristics and those who do not.

The relevant protected characteristics under the Equality Act are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The duty also covers marriage and civil partnerships, but only in respect of eliminating unlawful discrimination.

The decision maker must ensure that they have seen the due regard statement. The duty must be exercised in substance, with rigour, and with an open mind and is not a question of ticking boxes. It is for the decision-maker to decide how much weight should be given to the various factors informing the decision, including how much weight should be given to the PSED itself. The duty is a continuing one and there should be a record/audit trail of how due regard has been shown. It is not sufficient for due regard to be a “rear-guard action” following a concluded decision. The decision maker must also pay regard to any countervailing factors and decide the weight to be given to these, which it is proper and reasonable to consider; budgetary pressures, economics and practical factors will often be important.

10. FINANCIAL IMPLICATIONS

There are over 26,300 low income households receiving a reduction in their Council Tax from the LCTS scheme in Doncaster. 20,800 households (79 %) get maximum support and 5,500 households (21 %) get partial support

We have spent less than estimated on LCTS in 2016/17 as the caseload has not risen at the levels experienced in the previous years of the economic downturn. This has contributed to an increase in the Council Tax base and Collection Fund surplus which is being considered as part of the Council’s budget and tax setting process.

The estimated cost of LCTS for 2017/18 is £20.7.

Any reduction in LCTS granted represents additional money that the Council has to collect from Council Tax payers so there is an associated risk of non-collection.

Procurement		Crime & Disorder	
Human Resources		Human Rights & Equalities	X
Buildings, Land and Occupiers		Environment & Sustainability	
ICT		Capital Programme	

11. HUMAN RESOURCES IMPLICATIONS

There are no direct human resource implications arising from this report other than an increase in Council Tax and subsequent increase in the number of claims that require processing. It is anticipated that this will be managed within existing resources.

12. TECHNOLOGY IMPLICATIONS

There are no additional technology implications arising from this report that can’t be managed through the Northgate Revenues and Benefits system.

13. EQUALITY IMPLICATIONS

The Public Sector Equality Duty (PSED) was created by the Equality Act 2010 and replaces the race, disability and gender equality duties. The duty came into force in April 2011 and places a duty on public bodies and others carrying out public functions. The new Equality Duty requires public bodies to have due regard to the need to:-

- a. Eliminate discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- b. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- c. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

We have ensured in developing the Local Council Tax Support scheme that we make fair and informed financial decisions, demonstrating our commitment to improving outcomes of the poorest and often vulnerable groups of people living in Doncaster and at the same time showing due regard to the Public Sector Equality Duty. We have used the findings of this extensive review and equality analysis previously undertaken which is still relevant for this review of the scheme and we have updated relevant data as part of the process. This information is detailed and provided at Appendix 1 to this report.

14. CONSULTATION

The changes being proposed for the scheme are solely in line with the Prescribed Requirement Regulations and the uprating of certain rates and allowances used for working age claims which is specified within the existing scheme. As such, the changes to the scheme for 2017 do not require public consultation.

The anticipated impact of the proposals on the tax base and Collection Fund surplus have been considered which impacts on the major preceptors' budget moving forward.

The billing authority is also required to maintain a surplus on its Collection Fund and we are required to consider the risks of non-collection when developing the scheme. All of these proposals carry significant risks in terms of collecting the tax from low income households who may not have the means to meet all of the additional financial challenges they are facing in these difficult economic times.

15. BACKGROUND PAPERS

Various circulars and legislation, the requirements of The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016.

16. REPORT AUTHOR & CONTRIBUTORS

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EQUALITY, DIVERSITY AND INCLUSION

DONCASTER METROPLITAN BOROUGH COUNCIL

Due Regard Statement Template

How to show due regard to the equality duty in how we develop our work and in our decision making.

Due Regard Statement

A **Due Regard Statement** (DRS) is the tool for capturing the evidence to demonstrate that due regard has been shown when the Council plans and delivers its functions. A Due Regard Statement must be completed for all programmes, projects and changes to service delivery.

- A DRS should be initiated at the beginning of the programme, project or change to inform project planning.
- The DRS runs adjacent to the programme, project or change and is reviewed and completed at the relevant points.
- Any reports produced need to reference “Due Regard” in the main body of the report and the DRS should be attached as an appendix.
- The DRS cannot be fully completed until the programme, project or change is delivered.

<p>1 Name of the ‘policy’ and briefly describe the activity being considered including aims and expected outcomes. This will help to determine how relevant the ‘policy’ is to equality.</p>	<p>Local Council Tax Reduction Scheme 2017/18</p> <p>The Local Government Finance Act 2012 proposed measures that required Doncaster Council, along with all other local authorities in the country, to design a Council Tax Reduction Scheme (known as Local Council Tax Support) from 1 April 2013 to support its residents to pay their Council Tax. This replaced the former national Council Tax Benefit scheme.</p> <p>In designing their local scheme, all authorities were mandated to include certain criteria as set out in the Council Tax Reduction Schemes (Prescribed Requirements) Regulations 2012. These regulations covered how support must be worked out for people of pension age and certain other matters which the Council has no discretion over. The Government continue to prescribe the rules that apply to support for pensioners and also a small number of other areas of the scheme such as those who are excluded from receiving support.</p> <p>Over 26,300 Doncaster residents receive support through the scheme.</p> <p>The aims of Doncaster Council’s Local Council Tax Reduction Scheme are:</p> <ul style="list-style-type: none"> • To mitigate cuts to the Council Tax Support of Doncaster residents with the lowest income, to ensure that the most vulnerable are not disadvantaged and that Council Tax is proportionately paid by those most able to pay; • To manage the cost of the scheme within the available funds, ensuring that additional burdens are not put upon the general fund at further cost to local taxpayers; • To maintain a scheme that meets the requirements of the Local Government Finance Act and associated legislation and that takes account of the ongoing process of welfare reform so that those most affected by other benefit cuts are not disproportionately affected by changes to Council Tax Support; • To reduce and mitigate the effects of child poverty and inequality in line with the Council’s equality duties; • To maintain a scheme that has regard for those vulnerable to homelessness and to mitigate the impacts on those people;
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		<ul style="list-style-type: none"> To ensure that the scheme is clear and easy to understand for applicants and to simplify administration where possible.
2	Service area responsible for completing this statement.	Finance and Corporate Services/Revenues and Benefits/Benefits Service
3	Summary of the information considered across the protected groups. Service users/residents Doncaster Workforce	<p>Age</p> <ul style="list-style-type: none"> Pension Age: Over 11,900 people of pension age currently receive support through the scheme. These people will continue to have their support assessed under national rules that are designed to replicate the former Council Tax Benefit system as much as possible. In addition, the scheme provides additional support to pensioners through the application of a full disregard of War Pensions. Working Age: Over 14,400 people of working age currently receive support through the scheme. Those on the lowest levels of income who receive pass ported benefits such as Income Support receive 100% support (subject to any deductions for non-dependents living with them). The scheme provides for earnings and childcare costs disregards for those of working age. <p>Disability</p> <p>5,359 people with a disability currently receive support through the scheme.</p> <ul style="list-style-type: none"> Applicants who receive Income Support by virtue of having a disability, or who receive an Income-related Employment and Support Allowance, are automatically entitled to the maximum amount of support. Additional premiums are included in the applicable amount for those in receipt of disability benefits. These include a Disability Premium, Enhanced Disability Premium, Severe Disability Premium and Disabled Child Premium and the Support or Work Component for people who receive Employment and Support Allowance. This means that if family members receive certain disability benefits, such as Disability Living Allowance, Personal Independence Payments, Long-term Incapacity Benefit or Employment and Support Allowance, they are allowed to keep more of their income before their support is reduced. This reflects the extra demand on finances for people with disabilities. Total disregard of Disability Living Allowance, Personal Independence Payments and War

Disablement Pension in the means test. This protects people with disabilities by ensuring this money can be used to support their needs.

- The basic earnings disregard for people with a disability is set at £20, rather than the standard £5 for a single person or £10 for a couple. This ensures that disabled people who work are able to keep more of their earnings as their costs involved in that earning, may be greater.

Race

The means tested scheme is based on income and household circumstances that are not influenced by race and ethnicity. The policy itself does not impact anyone differently on grounds of race or ethnicity.

Data is not available for this characteristic and there are no plans to collect this data as it has no impact.

Gender

The means tested scheme is based on income and household circumstances that are not influenced by gender. The scheme itself does not impact anyone differently on grounds of gender.

15,825 current people claiming support are female.

10,328 current people claiming support are male.

In a further 163 cases, the gender is not recorded.

Sexual Orientation

The means tested scheme is based on income and household circumstances that are not influenced by sexual orientation. The policy itself does not impact anyone differently on grounds of sexual orientation.

Data is not available for this characteristic and there are no plans to collect this data as it has no impact.

Religion and Belief

The means tested scheme is based on income and household circumstances that are not influenced by religion or belief. The policy itself does not impact anyone differently on grounds of religion or belief.

Data is not available for this characteristic and there are no plans to collect this data as it has no impact.

Maternity and Pregnancy

The means tested scheme is based on income and household circumstances that are not influenced by pregnancy and maternity. The policy itself does not impact anyone differently on grounds of pregnancy and maternity.

Data is not available for this characteristic and there are no plans to collect this data as it has no impact.

		<p>Gender Reassignment The means tested scheme is based on income and household circumstances that are not influenced by gender reassignment. The policy itself does not impact anyone differently on grounds of gender reassignment. Data is not available for this characteristic and there are no plans to collect this data as it has no impact.</p> <p>Marriage and civil partnership The means tested scheme is based on income and household circumstances that are not influenced by marriage and civil partnership. The policy itself does not impact anyone differently on grounds of marriage and civil partnership. Data is not available for this characteristic and there are no plans to collect this data as it has no impact.</p>
4	<p>Summary of the consultation/engagement activities</p>	<p>Under the Local Government Finance Act 2012, before making or revising a scheme, the Authority must “consult such other persons as it considers are likely to have an interest in the operation of the scheme”.</p> <p>Prior to the introduction of Doncaster’s first Local Council Tax Reduction Scheme in April 2013, consultation took place with elected members on various draft proposals for the scheme to manage the reduction in Government funding from the former fully subsidised Council Tax Benefit Scheme. Formal consultation also took place with major preceptors on the draft proposals for the scheme review. This was primarily in relation to the financial implications on those preceptors.</p> <p>A wide-ranging public consultation exercise on the scheme proposals was carried out prior to the introduction of the first local scheme, this entailed:</p> <ul style="list-style-type: none"> • Writing to all working age Local Council Tax Support recipients in the borough who were potentially affected by the proposals, to inform them of the potential changes and inviting them to comment on the proposals; • A questionnaire available on the Council website (paper versions were available in Libraries and Council public offices for anyone requesting these); • Publicising the changes on the Council’s website, alongside the questionnaire, including a summary of the proposals for change and case studies showing how people would be affected; • Information stands in the customer waiting area of the Council’s Civic Office; • A dedicated phone line and answer phone set up by

		<p>the Benefits Team;</p> <ul style="list-style-type: none"> • Presenting to stakeholder groups including the: <ul style="list-style-type: none"> ○ Doncaster Financial Inclusion Group (FIG) including representation from: <ul style="list-style-type: none"> ▪ DMBC Success Doncaster ▪ Department for Work and Pensions ▪ JobCentre Plus ▪ DMBC Private Sector Housing ▪ Doncaster CAB ▪ South Yorkshire Centre for Inclusive Living (SYCIL) ▪ DMBC Housing Options ▪ Doncaster West Development Trust ▪ DMBC Trading Standards ▪ South Yorkshire Credit Union ▪ St Leger Homes of Doncaster (SLHD) ▪ Refurnish ▪ Probation Services ▪ DMBC Children Services ▪ DMBC Adult Services ○ Doncaster Disability Focus Group ○ BME New Settlers Tenants and Residents Association • A general awareness campaign including press releases to local press, a poster campaign in libraries and the Civic Office, and publicity in HouseProud magazine. • Publicity on Facebook and the Council's twitter account. <p>674 people responded to the consultation. This included 351 working age Council Tax payers who were receiving Council Tax Benefit at the time.</p> <p>Further local changes to the scheme were made in 2014 due to further reductions in Government funding. Elected Members and the major preceptors were again consulted on the proposals for change followed by a further public consultation exercise using a range of approaches and publicity as in 2012. 256 people responded to the consultation. Of these, at least 141 were Council Tax payers and 137 were of working age. Since the 2014 scheme changes, the scheme has only been revised in line with Government prescribed requirements and uprating to rates and allowances used to work out support for working age people which are specified within the scheme.. As such, these changes did not require public consultation.</p>
5	Real Consideration:	Over 26,300 Doncaster residents receive support through the Local Council Tax Reduction Scheme.

<p>Summary of what the evidence shows and how has it been used</p>	<p>The implementation of Local Council Tax Support coincided with other major reforms to the welfare system; Housing Benefit restrictions for under-occupation in the social sector; Discretionary Housing Payments and other welfare reform changes such as benefit sanctions. Other changes which are currently on-going are the changes to the overall Benefit Income Cap, the replacement of Disability Living Allowance with Personal Independence Payments, the review of Employment Support Allowance cases and the introduction of Universal Credit. Some claimants may already have been affected by multiple changes arising from the reforms and be subject to further welfare reform changes in the coming years.</p> <p>The amount Doncaster has awarded in Local Council Tax Support in 2016/17 is lower than initially estimated as the caseload for LCTS has not continued to rise at the levels experienced in the previous years of the economic downturn. This has contributed to an increased tax base and surplus in the Collection Fund which will be considered as part of the Council's budget and tax setting process.</p> <p>When the scheme for 2016/17 was approved by Council, Members indicated that it was hoped that further local changes to the scheme would not be required in 2017/18 other than those required under the prescribed requirements and the consideration of the annual uprating of allowances and premiums used to calculate support.</p> <p>The above information has been used in the proposals for no local changes to the scheme, only those prescribed by the Government and the uprating of allowances and rates used for working age claims in line with the Government rates for Housing Benefit.</p>
<p>6 Decision Making</p>	<p>Doncaster Council's Local Council Tax Reduction Scheme is based on the requirements of the Local Government Finance Act 2012, the Council Tax Reduction Schemes (Prescribed Requirements) Regulations 2012 and Amendment Regulations 2013, 2014, 2015 and 2016.</p> <p>The scheme takes consideration of the former Council Tax Reduction Schemes (Default Scheme) Regulations 2012 and Department for Communities and Local Government (DCLG)'s guidance papers on vulnerable people and taking work incentives into account.</p>

		The scheme also takes into account the national Equality Impact Assessment undertaken by DCLG in 2012.
7	Monitoring and Review	<p>Once a Local Council Tax Reduction Scheme has been made by the Council, it cannot be revised for at least one financial year. A billing authority must, however, consider whether to revise or replace its scheme on an annual basis.</p> <p>The Council will monitor the number of people in receipt of support together with any complaints and challenges to the scheme and ensure that this information is included in reports presented to Full Council for approval of future years' schemes.</p>
8	Sign off and approval for publication	<p>Steve Mawson Chief Financial Officer and Assistant Director - Finance</p>

Appendix 2

The Local Council Tax Support Scheme coming into force on the 1st April 2017

<http://www.doncaster.gov.uk/services/council-tax-benefits/what-is-local-council-tax-support>

26th January 2017

To the Chair and Members of Council

Business Rates Local Newspaper Relief Scheme

Relevant Cabinet Member(s)	Wards Affected	Key Decision
Cllr Joe Blackham	All	yes

EXECUTIVE SUMMARY

1. As part of the March 2016 budget, the Government announced that it will provide funding for Councils to award Discretionary Business Rates relief of up to £1,500 for office space occupied by local newspapers wholly or mainly used as office premises for journalists and reporters. This relief will be awarded up to a maximum of one discount per local newspaper title and per property, for a period of two years from 1st April 2017.
2. An initial search locally indicates that there are minimal properties that meet the qualifying conditions and the majority of these are already in receipt of Small Business Rates relief to the extent that they have no liability for business rates.
3. As this is a measure for the years 2017/18 and 2018/19 only, the Government is not intending to change the legislation. Instead it has provided eligibility criteria and guidance from the Department of Communities and Local Government (DCLG) on 5th December 2016.
4. The guidance sets out the basis on which DCLG will reimburse local billing authorities who adopt a local scheme and use the discretionary powers (under S47 of the Local Government Finance Act 1988 as amended by the Localism Act 2011) for awarding Discretionary Local Newspaper Relief to qualifying ratepayers.
5. The details of the eligibility criteria set out in the guidance states which properties will benefit from local newspaper relief and is detailed in the proposed policy at Appendix 1.
6. If a Council chooses to offer further discounts to properties outside this scheme, the cost of these would be borne based on rate retention rules and would not be wholly reimbursed by the Government grant paid under S31 of the Local Government Act 2003. For this reason, it is not proposed to award relief outside of the scheme.
7. The guidance does not replace existing legislation, so other reliefs, such as small business rates relief, may also apply. The local newspaper relief will be applied against the net bill after all other reliefs have been awarded. We are required to have regard to any relevant guidance issued by the Secretary of State when deciding whether to grant relief.

8. Ratepayers that occupy more than one property are only entitled to relief on one of their eligible properties, subject to state aid de minimis limits, currently 200,000 euros around £168,000 over a rolling 3 year period.
9. The legislation states the Authority may only grant relief if it would be reasonable to do so having regard to the interests of Council Tax payers in its area. Given the Government have committed to reimburse local authorities for the next two financial years, it is deemed to be in the interests of its Council Tax payers to award Business Rate Relief to qualifying local newspapers. It will also support the mayoral priority of assisting Businesses to thrive and to develop Doncaster's economy.

EXEMPT REPORT

10. Not exempt.

RECOMMENDATIONS

11. That the Council adopts a policy as detailed at Appendix 1. This policy is in line with the guidance issued from the Department of Communities and Local Government.
12. To consider the awarding of relief for the years 2017/18 and 2018/19 to appropriate business in Doncaster and review subsequently, should Government extend the period of reimbursement.
13. That all applications be required to submit a State Aid declaration.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

14. This relief is fully funded by Government. As such, there are no financial implications for Doncaster citizens; however, there may be some benefits as the relief is only available to local newspapers.

BACKGROUND

15. As part of the March 2016 budget, the Government announced that it will provide Business Rates relief of up to £1,500 for office space occupied by local newspapers up to a maximum of one discount per local newspaper title and per property for two years from 1st April 2017.
16. The guidance requires us to obtain a declaration about the level of state aid received by the occupier concerned. We also need to be satisfied that the property is occupied by a local newspaper and be wholly or mainly used as office premises for journalists and reporters.
17. Preliminary enquiries with the Council's communications team indicates that there are very few properties that could qualify for this relief.

OPTIONS CONSIDERED

18. Consideration has been given to not adopting this scheme. However, as the relief is funded by Central Government, is for the benefit of local business and it will contribute towards the mayoral priority of assisting Businesses to thrive and to develop Doncaster's economy this is not recommended.

19. There is a Discretionary Rate Relief policy in place for awards of relief for charitable and not for profit organisations. However, as the qualifying criterion is fundamentally different, this policy could not be used for this new relief in its current form.

REASONS FOR RECOMMENDED OPTION

20. For the reasons outlined above it is recommended that the Council adopts a policy for awarding relief to local newspapers in accordance with the criteria at Appendix 1 and that ratepayers be required to submit a State Aid declaration and a declaration stating the property is wholly or mainly used as office premises for journalists and reporters.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

	Outcomes	Implications
	<p>All people in Doncaster benefit from a thriving and resilient economy.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>Awarding relief for those qualifying businesses will help to assist businesses to thrive and to assist in the development of Doncaster's economy.</p>
	<p>People live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
	<p>People in Doncaster benefit from a high quality built and natural environment.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
	<p>All families thrive.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	
	<p>Council services are modern and value for money.</p>	<p>As the relief is funded by way of S31 grant there is no cost to the authority.</p>
	<p>Working with our partners we will provide strong leadership and governance.</p>	

RISKS AND ASSUMPTIONS

21. Failure to award relief in line with the Government's criteria and guidance could risk that we are not properly reimbursed for relief awarded which does not comply with the S31 grant conditions.

LEGAL IMPLICATIONS

22. Local authorities can grant Discretionary Rate Relief for Local Newspapers as described using its powers under S47 of the Local Government Finance Act 1988 as amended by the Localism Act 2011.
23. The legislation states the Authority may only grant relief if it would be reasonable to do so having regard to the interests of Council Tax payers in its area. Given the Government have committed to reimburse local authorities for the next two financial years, it is deemed to be in the interests of its council tax payers to award this relief. It also requires a local authority to have regard to any relevant guidance issued by the Secretary of State when deciding whether to grant relief.

STATE AID

24. State Aid law is complex and is the means by which the European Union (EU) regulates state funded support to business. Providing Discretionary relief to ratepayers is likely to amount to State Aid. However, local newspaper relief will be State Aid compliant where it is provided in accordance with the De Minimis Regulations (1407/2013) which allow an undertaking to receive up to 200,000 euros around £168,000 of De Minimis aid in a 3 year period, consisting of the current financial year and previous two fiscal years. There are also undertakings that are excluded from receiving De Minimis aid.
25. For each award a State Aid declaration letter needs to be sent for the ratepayer to sign and either declare any other aid they have received and that they do not exceed the De Minimis threshold, or to refuse the relief if they have or if they are exempt. As we are required to send this to prospective ratepayers, we also may need to include a question on what the property is wholly and mainly used for. It may be appropriate to issue this before relief is awarded. Relief could then be awarded on receipt of the completed declaration. This would avoid granting the relief incorrectly and then having to attempt to recover the amount later.

FINANCIAL IMPLICATIONS

26. From a search of the business rates database, based on information from the Communications team, we have estimated there are only 3 premises that may qualify for some relief, if they do not fall foul of the State Aid implications and therefore refuse relief. This means that there would be a maximum of £9k in total of relief granted, which would be reimbursed from Central Government, assuming the estimate of three properties is correct.
27. Central Government has agreed to reimburse local authorities (including major precepting authorities, South Yorkshire Fire and Rescue) for the local share of the Discretionary Relief using a grant under S31 of the Local Government Act 2003.

28. We are required to provide an estimate of the likely total cost of providing the relief in the NNDR 1 form for 2017/18 and 2018/19. This form is due to be submitted by 31st January 2017 to DCLG. Central Government will then provide payments of the local authorities' share to authorities over the course of the relevant year.
29. Central Government will fully reimburse local authorities and major precepting authorities for the local share of the Discretionary Relief using a grant under S31 Local Government Act 2003, based on the outturn of relief granted in the following year, based on the audited NNDR3 return. For this purpose the major precepting authority is South Yorkshire Fire and Rescue.

ADMINISTRATIVE COSTS

30. The DCLG have not increased the cost of collection allowance to cover the additional costs from awarding this relief as discretionary rate relief. It will require minimal additional work and costs sending the State Aid declarations, amending future direct debits, and cover postage, staff time, publicity costs, development of local policies, challenges and appeals etc.
31. They have also not indicated that they intend to assess this under the new burdens doctrine for additional costs to Local Government. If it is felt appropriate, this should be raised via SIGOMA and or the LGA.

HUMAN RESOURCES IMPLICATIONS

32. There are no immediate HR implications associated with the implementation of this report.

TECHNOLOGY IMPLICATIONS

33. The technology already utilised for the administration of NNDR will be sufficient to enable the delivery of this policy.

EQUALITY IMPLICATIONS

34. This relief is available to all local newspapers as detailed in the guidance from Government. Therefore, there are no equality implications.

CONSULTATION

35. Due to the short timescales from receiving the guidance and developing the proposed policy it has not been feasible to undertake consultation other than with the Mayor and Cabinet members.
36. This report has significant implications in terms of the following:

Procurement		Crime & Disorder	
Human Resources		Human Rights & Equalities	
Buildings, Land and Occupiers	x	Environment & Sustainability	
ICT		Capital Programme	

BACKGROUND PAPERS

37. Department for Communities and Local Government – The case for a business rates relief for local newspaper, Government Response December 2016.

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DONCASTER METROPOLITAN BOROUGH COUNCIL

BUSINESS RATES DISCRETIONARY LOCAL NEWSPAPER RELIEF POLICY

Background

1. Local Authorities have the power to grant Discretionary Rate Relief to Ratepayers that meet certain criteria. The amount of relief granted is used to reduce the amount the Ratepayer owes in Business rates.
2. As part of the March 2016 budget, the Government announced that it will provide funding for Business Rates Relief of up to £1,500 per year for two years for some properties occupied by local newspapers and used wholly or mainly for the purposes of office premises for journalists and reporters.
3. As this is a measure for the years 2017/18 and 2019/20 only, the Government is not changing the legislation around awarding reliefs available to properties. Instead it has provided guidance from the Department of Communities and Local Government in December 2016. This sets out the criteria which Central Government will use to reimburse local authorities, who use their discretionary relief powers.
4. The council would like to support qualifying local newspapers by utilising its discretionary powers through the application of this policy.

Legislation

5. S47 of the Local Government Finance Act 1988, as amended by the Localism Act 2011, states the Authority may only grant relief if it would be reasonable to do so having regard to the interests of Council Tax payers in its area. It also requires a local authority to have regard to any relevant guidance issued by the Secretary of State when deciding whether to grant relief.
6. Providing discretionary relief to ratepayers is likely to amount to State Aid. However Local Newspaper Relief will be State Aid compliant where it is provided in accordance with the De Minimis Regulations (1407/2013).
7. The De Minimis Regulations allow an undertaking to receive up to €200,000, around £168,000, of De Minimis aid in a three year period (consisting of the current financial year and the two previous financial years).
8. To administer De Minimis aid it is necessary for the local authority to establish that the award of aid will not result in the undertaking having received more than €200,000, around £168,000 of De Minimis aid. Exchange rates will be calculated using the currency converter shown on the link below.

http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/infoeuro_en.cfm

Who Pays For The Relief Granted?

9. Central government will fully reimburse local authorities for the local share of the discretionary relief (using a grant under section 31 of the Local Government Act

2003). The Government expects local government to grant relief to qualifying ratepayers.

Purpose

10. The purpose of this Policy is to specify how the Council will operate its discretionary powers and to indicate the factors we will consider when deciding if this relief can be awarded.
11. The Council will consider awarding relief to all ratepayers who meet the qualifying criteria. We will deal with each application on its merits and treat all organisations that apply for this relief equally and fairly. We will share information with other public bodies and grant funders to prevent and detect fraud and duplication of assistance in respect of Business Rates.

Consultation

12. Due to the very short timescales from receiving the guidance from the Government it has not been possible to undertake public consultation or consultation on this policy. The Mayor and Cabinet and major preceptor representative of South Yorkshire Fire have been consulted.

Claiming Discretionary Local Newspaper Relief

13. In order to receive relief the council have to be satisfied that the qualifying criteria are met. For each award a State Aid declaration must be submitted by the ratepayer to declare any other aid received and to confirm they do not exceed the De Minimis threshold.
14. We will award relief in circumstances where we consider an organisation may be entitled to relief and will provide a form/ declaration to assist in identifying those Businesses entitled to relief. The form/declaration must be completed by the ratepayer or a person authorised to sign on behalf of the ratepayer.
15. We may request any reasonable evidence in support of the application.

Period of Award

16. The start date of the relief will normally be the 1st April 2017.
17. For applications where the qualifying criteria are not met until after this date, the start date of the relief will be the date that the qualifying conditions are met up to and including 31st March 2019 (which is the last date that relief will be awarded based on the current information from Government).
18. The minimum period of relief that can be awarded is one day.
19. Entitlement to relief will cease on the 31st March 2019, however should funding be extended the policy to award relief may also be extended. Entitlement to relief will cease from such date that one or all of the qualifying criteria are not met, if sooner.
20. No relief will be awarded for a period prior to 1st April 2017.

How we will decide whether to award Discretionary Rate Relief?

21. Relief may be awarded where:-

- The property is wholly or mainly used as office premises for journalists and reporters
- The ratepayer is a local newspaper

How much will we award?

22. The total amount of relief available for each property for each of the years under this scheme is £1,500.

23. Local Newspaper Relief will be awarded after taking in to consideration other relief's, excluding relief awarded under the existing Discretionary Rate Relief Policy and will be no more than the net rate liability if this is less than £1,500.

24. Ratepayers that occupy more than one property will be entitled to local newspaper relief on only one of their eligible properties subject to EU State Aid De Minimis limits.

25. A new hereditament created because of a split or merger during the financial year or a change of use will be considered afresh for the relief from that date.

26. Relief is limited to a maximum of one discount per newspaper title and per hereditament.

27. The level of relief does not vary with rateable value

How Payments will be made

28. All relief awarded will be credited to the ratepayer's Business Rates account.

Notifications

29. The Council will inform the ratepayer applying in writing of the outcome of their application for Local Newspaper Relief.

30. Where the application is not successful, the notification will provide reasons why we have decided not to award Local Newspaper Relief and the applicant's right to ask us to look at the decision again.

31. Where the application is successful, the notification will include the following information:-

- The period of the award.
- The amount of Relief to be awarded for the period.

Overpayments

32. The Council will recover all overpayments of Local Newspaper Relief through the organisation's Business Rates account.

Examples

33. A local newspaper with two offices would only be able to claim discount for one of them.
34. An office shared by three separate local newspaper titles will only be eligible for a single discount.

Right of Appeal

35. If you are aggrieved by a decision made under this policy, you must write and tell us why you think the decision is wrong, e.g. whether the published criteria has been properly applied.
36. Your case will then be considered by someone who has not been involved in the original determination.
37. They will thoroughly check all the information we hold regarding the property along with the details in the relief application and any further information you have provided. They will decide whether or not the criteria have been properly applied. They could then: -
 - Decide not to change the decision;
 - Change the decision and award Local Newspaper Relief
38. They will write to tell you what has happened, normally within 21 days of reconsidering your appeal.

Fraud

39. The Council is committed to the fight against fraud in all its forms. An organisation who tries to fraudulently apply for Local Newspaper Relief by falsely declaring their circumstances or providing a false statement or evidence in support of their application, may have committed an offence under the Theft Act 1968. Where we suspect that such a fraud may have occurred, the matter will be investigated in line with the Council's Anti-Fraud Strategy. This may lead to criminal proceedings being instigated.

Publicity and Information

40. The Council will include information about Local Newspaper Rate Relief in the Business rates Section of the Council's website and other appropriate places.

Review

41. The policy will be reviewed periodically, taking into account any changes in legislation or guidance from Central Government regarding the funding for this relief.

26th January, 2017

To the Chair and Members of the Council

Director of Public Health Annual Report 2016

Relevant Cabinet Member(s)	Wards Affected	Key Decision
Cllr Pat Knight	All	No

EXECUTIVE SUMMARY

1. The 2016 Doncaster Director of Public Health (DPH) Annual Report is the second authored by Dr Rupert Suckling and is the fourth since the transfer of the specialist public health function from the NHS to the council in April 2013.

The Annual Report describes the health of Doncaster people using the 2016 health profile produced by Public Health England and compares health in 2016 with health in 2011 and 2015. The report supports the four challenges for the council and partners identified last year:

- Improving children’s health and wellbeing
- Making the link between education, work and health
- Increasing healthy life expectancy and reducing preventable health conditions
- Reducing inequalities in health between and within Doncaster communities

The report provides an update on progress on last year’s recommendations as well as more detail on activity undertaken by the public health team and partners across the life course.

EXEMPT REPORT

2. No

RECOMMENDATIONS

3. Council is asked to NOTE and PUBLISH the report.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

4. The publication of this report demonstrates the council’s commitment to its leadership duties with regard to health improvement, health protection and health and social care public health.

BACKGROUND

5. The Director of Public Health (DPH) has a statutory duty to write a report on the health of the local population and the authority has a duty to publish it (section 73B (5) & (6) of the 2006 Act, inserted by section 31 of the 2012 Act). The content and structure of the report is something to be decided locally.

OPTIONS CONSIDERED

6. No other options considered.

REASONS FOR RECOMMENDED OPTION

7. The recommendation fulfils the council's duty to publish the DPH annual report.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

- 8.

	Outcomes	Implications
	<p>All people in Doncaster benefit from a thriving and resilient economy.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>The health and wellbeing of residents is central to developing a thriving and resilient economy.</p>
	<p>People live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>The health improvement and health protection duties of the council contribute directly to this outcome</p>
	<p>People in Doncaster benefit from a high quality built and natural environment.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>The health improvement and health protection duties of the council contribute directly to this outcome</p>

	All families thrive. • <i>Mayoral Priority: Protecting Doncaster's vital services</i>	The health improvement and health protection duties of the council contribute directly to this outcome
	Council services are modern and value for money.	Integrated evidence-based partnership work to address the four challenges will contribute to this outcome
	Working with our partners we will provide strong leadership and governance.	Making progress on the challenges and then recommendations highlighted in this report will require partnership working, strong leadership and governance

RISKS AND ASSUMPTIONS

9. There are no specific risks associated with this report.

LEGAL IMPLICATIONS

10. The Director of Public Health has a duty to produce an annual report and the council has a duty to publish it (section 73B (5) & (6) of the 2006 Act, inserted by section 31 of the 2012 Act).

FINANCIAL IMPLICATIONS

11. Nil.

HUMAN RESOURCES IMPLICATIONS

12. Nil.

TECHNOLOGY IMPLICATIONS

13. Nil.

EQUALITY IMPLICATIONS

14. This report identifies reducing health inequalities as one of four local challenges. Health varies across the Borough and is associated with deprivation, with those living in the most affluent parts of the Borough perceiving, experiencing and having better health than those living in the less affluent parts of the Borough.

Ethnicity impacts both on how people perceive their own health and the health that they experience. Addressing these issues may require different approaches in different ethnic groups. The outcome of the Black and Minority Ethnic (BME) health needs assessment is expected in January 2017 and this should then be used to support service planning and development.

Any policy or strategy response to this report will require the local public bodies to demonstrate 'due regard' under section 149 of the Equality Act 2010: the Public Sector Equality Duty (PSED).

CONSULTATION

15. No formal consultation has taken place to contribute to this report.

BACKGROUND PAPERS

16. Director of Public Health Annual Report 2016

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Dr Rupert Suckling
Director of Public Health

Director of Public Health Annual Report 2016

Doncaster Metropolitan Borough Council

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Foreword

Welcome to my second Annual Report as Director of Public Health for Doncaster Metropolitan Borough Council.

In 2015, I identified four challenges that needed to be addressed to sustain the progress that had been made in improving health and wellbeing locally. The challenges were

- Improving children's health and wellbeing
- Making the link between education, work and health
- Increasing healthy life expectancy and reducing preventable health conditions
- Reducing inequalities in health between and within Doncaster communities

On the basis of these challenges I made a number of recommendations and progress is captured in section 1, but I have yet to see major impacts or changes in health outcomes.

This report then describes the health of Doncaster people using the Public Health England 2016 health profile, and I have made comparisons to the 2015 and 2011 profiles which are included as appendices to this report. I have then represented the work of the Robert Wood Johnson Foundation and the University of Wisconsin to illustrate the factors that contribute to good health, but also reminded readers that the factors that contribute to health accumulate over time and I introduce the concept of the life course. Sections 3, 4 and 5 describe the way in which the council's public health team is working with partners to adopt a life course approach and section 6 describes emerging approaches to social and environmental factors. Section 7 provides an update on health protection and health care public health. Sections 8 and 9 describe the emerging local approach to addressing health inequalities and how this has been translated into the Well Doncaster approach starting in Denaby.

Finally, I have only made one new recommendation this year as although there is action against all of last year's recommendations none of them can be considered complete.

The one new recommendation is for Team Doncaster to consider a 'Delicious Doncaster' approach to food and nutrition to run alongside the 'Get Doncaster Moving' approach for physical activity. A 'Delicious Doncaster' approach could reconnect people to the land and growing, supporting both economic development and gardening together with healthier. The approach could support schools, communities and urban farms as well as celebrating Doncaster's rich food heritage.

I have also decided to use videos based on info-graphics to share the content of this report. I hope you enjoy watching the videos.

In compiling this report I am grateful for the help of a number of colleagues. In particular I would like to thank Claire Hewitt, Carrie Wardle, Louise Robson, Helen Conroy, Clare Henry, Nick Germain, Victor Joseph, Susan Hampshaw and Dan Debenham.

If you have any questions or comments about any aspect of the report please send them to me at PublicHealthEnquiries@doncaster.gov.uk

Dr Rupert Suckling

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Director of Public Health

Doncaster Metropolitan Borough Council

Section 1: Progress on Recommendations from the 2015 Annual Report

In 2015 I identified four challenges that Team Doncaster would need to address to maintain progress on improving health and reducing health inequalities. The challenges were:

- Improving children’s health and wellbeing
- Making the link between education, work and health
- Increasing healthy life expectancy and reducing preventable health conditions
- Reducing inequalities in health between and within Doncaster communities

In order to help Team Doncaster, I made a series of recommendations addressing overarching themes, children, young people and families, employment and health and the prevention of disability. I have asked the relevant leads for an update on progress and this is attached below recommendation by recommendation.

Overarching Recommendations

- Adopt a ‘Health in All Policies’ approach
- Make a strategic shift to prevention
- Empower people and communities to take control of their own health and if services are required involve people in co-designing the services
- Improve data capture, sharing and reporting so that services can become more seamless and based on insight to address inequalities in access and outcomes
- Carry out a local Health Needs Assessment for Black and Minority Ethnic (BME) Groups
- Move beyond integration to population health systems and budgets

<p>Adopt a ‘Health in All Policies’ approach</p>	<p>The Doncaster Local Plan will be the new planning strategy for the borough. It is the comprehensive statement of the borough's most important planning policies and will set out detailed development management policies to guide new development in the borough.</p> <p>Within the new Local Plan we have developed a Health and Wellbeing policy to ensure that future developments consider the impacts upon health and wellbeing.</p>
<p>Make a strategic shift to prevention</p>	<p>The Doncaster Place Plan and the South Yorkshire and Bassetlaw Sustainability and Transformation plan both highlight the need for a strategic shift to prevention. More work is needed to clarify the</p>

	content of and funding for this work stream.
Empower people and communities to take control of their own health and if services are required involve people in co-designing the services	<p>Community Led Support models are being rolled out across Doncaster. Well North approach embedded in 'Well Denaby'.</p> <p>A booklet that aims to empower patients with chronic chest diseases to manage their conditions has been refreshed. The same approach will be developed for patients with other long term conditions.</p>
Improve data capture, sharing and reporting so that services can become more seamless and based on insight to address inequalities in access and outcomes	<p>The Business Intelligence Board has been established to develop analytic tools to improve insight into the experiences of Doncaster people.</p> <p>The board are concentrating on improving geographical analysis and the use of maps as a tool to improve insight into people's health and wellbeing experience. The board will also be seeking to develop a range of analytic tools to enable officers, elected members and the public describe the challenges the borough faces.</p>
Carry out a local Health Needs Assessment for Black and Minority Ethnic (BME) Groups	<p>During 2016, we have revisited the BME health needs across the borough and under the auspices of the Health and Well Being Board (HWBB) we have carried out a multi staged needs assessment which culminated in a HWBB evidence safari (see https://www.gov.uk/guidance/open-policy-making-toolkit/understanding-policy-problems-and-user-needs for more information on evidence safari).</p> <p>We looked at information about BME communities in Doncaster. We also looked at what published research said about what might work in addressing inequalities for BME communities and people. We spent time talking to people by collecting their experiences of using health and social care services across Doncaster using Doncaster Healthwatch's Feedback Centre as well as within GP practices, the council's One Stop Shop, the Women's Centre and Doncaster Conversation Club.</p> <p>The final report is due January 2017.</p>
Move beyond integration to population health systems and budgets	<p>The Doncaster Place Plan describes the first steps to address this. It describes a shared vision, the integration of planning (commissioning) and more seamless service provision.</p> <p>Consultation with the public and staff is planned for early 2017.</p>

Recommendations for Children, Young People and Families

- Implement and evaluate the Early Help strategy
- Focus on vulnerable mothers from pregnancy until the child is 2 ½ (the first 1000 days)
- Build on the national Future in Mind developments to address bullying and improve the mental health of school aged children
- Support schools to develop a Curriculum for Life
- Support schools to increase physical activity in the curriculum

<p>Implement and evaluate the Early Help strategy</p>	<p>A successful multi-agency Early Help Improvement Task Group (EHITG) was established in January 2016 to drive the implementation of the Early Help strategy including:</p> <ul style="list-style-type: none"> • The appointment of eight Early Help coordinators to support multi-agency colleagues to implement the Early Help strategy and navigate the Early Help processes / understand the early help model in localities. • The roll out of an updated ‘practitioner friendly’ Early Help handbook and the training of staff and volunteers from a wide range of agencies to undertake the role of lead practitioner and use the Early Help module. <p>Early indicators of success: By August 2016, the Department of Education’s improvement partners reported: ‘Good progress has been made since the first review in May 2016. In terms of Ofsted judgements, early help services are now firmly in the ‘requires improvement’ category with a trajectory moving steadily towards good.’</p> <p>Children requiring early help are being identified at an earlier age. Over half of all enquires to the EHH are now for children under aged under nine years.</p> <p>The engagement of health partners increased significantly, with over 400 GP practice based staff undertaking early help training. Likewise, schools made 1,312 enquires of the early help hub between November 2015 and November 2016.</p> <p>As of October 2016 48% of open early help cases had been de-escalated and only 10% of cases had escalated to social care intervention.</p> <p>The proportion of children achieving a good level of development at the end of the Early Years Foundation Stage was the highest ever seen in the Summer of 2016, and just above national levels (this is a key success measure of the Early Help strategy).</p>
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Focus on vulnerable mothers from pregnancy until the child is 2 ½ (the first 1000 days)	DMBC and Doncaster Clinical Commissioning Group (CCG) are working together to form a joint 'Starting Well offer' that will see a coordinated approach to delivering services for pregnant women and families with a focus from conception to the second year of life (first 1001 days). The emphasis will be on prevention and early intervention with vulnerable women and families being offered targeted support before issues arise or worsen.
Build on the national Future in Mind developments to address bullying and improve the mental health of school aged children	The Local Transformation Plan refresh has been completed and NHS England is fully confident in progress to date. The new elements of service are being implemented and metrics put in place to measure mental health.
Support schools to develop a Curriculum for Life	Doncaster Education Commission reported in October 2016. Further work on implementation to be agreed by Team Doncaster.
Support schools to increase physical activity in the curriculum	We have developed a Healthy Schools approach to encourage schools to provide a healthy setting for pupils. This includes best practice standards for physical activity, physical education and sport.

Recommendations for Employment and Health

- Use the Social Value Act to maximise equitable employment opportunities when commissioning
- Recommission the 'work programme' as part of the Sheffield City Region deal to help those furthest from the labour market find work
- Work to keep those with health issues in employment longer, improving health literacy and self management
- Continue to help residents keep their homes warm through collective switching schemes, improving energy efficiency of properties and ensure access to welfare advice
- Use community assets to join up health, social care, education, skills and employment around the family building on the Stronger Families and Well North approaches

Use the Social Value Act to maximise equitable employment opportunities when commissioning	One of the council's key performance indicators is the number of contracts which contain social value principles. The target for 16/17 is 72%. Indications are that we will meet this target by the end of the financial year. We have also developed and published on our intranet pages social value guidance for staff i.e. to promote inclusion of social value into our contracts and tender specifications.
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<p>Recommission the 'work programme' as part of the Sheffield City Region deal to help those furthest from the labour market find work</p>	<p>Commissioning of the 'Work and Health Programme' the successor to the Work Programme, is being led by Sheffield City Region (SCR) who, through devolution, have a co-commissioning and co-design role. This means future delivery is shaped together with SCR colleagues. Doncaster is represented on the working group that is supporting the co-design work. The new 'Programme' is expected to go live in Autumn 2017 but will be vastly reduced in terms of financial value when compared to the current Work Programme.</p>
<p>Work to keep those with health issues in employment longer, improving health literacy and self management</p>	<p>The Sheffield City Region (SCR) is currently developing a health led employment pilot, working with the Government's Work and Health Unit which will include a focus on those who are in work but at risk of becoming unemployed through ill health. The project will go live in summer 2017 and the public health team at Doncaster have been central to its development and implementation to date.</p> <p>To encourage self-management, the following have been completed:</p> <ul style="list-style-type: none"> - Updated Doncaster Chronic Obstructive Pulmonary disease (COPD) Booklet - Development and roll out of Making Every Contact Count e-Learning module
<p>Continue to help residents keep their homes warm through collective switching schemes, improving energy efficiency of properties and ensure access to welfare advice</p>	<p>Over 6,700 people have registered for Doncaster collective switching schemes. 24% of those have switched saving on average £250 each.</p> <p>The Energy Action for Health Scheme carried out 64 home advice visits for the period 1st April 2016 to 6th December 2016. Hot Spots Referrals have referred 21 people to DWP for benefit entitlement checks. 'Boilers on Prescription' have assisted 12 households so far for the 2016/17 period. We have 2 more currently being processed. The total spend to date is £35,035.26.</p> <p>Neighbourhood Energy Officers visit 20 homes per week and have now visited around 4000 homes to offer energy saving advice and support residents.</p> <p>DECC/Central Heating Fund. To date we have received 161 applications for this central heating scheme to replace expensive and install mains gas central heating into homes. We intend to complete our target of 172 properties by February 2017. The budget for this scheme is £ 675,000.</p> <p>St Leger Homes Doncaster (SLHD) Solar PV Scheme. In 2015/16 684 properties received solar panels estimating £175 savings. SLHD External Wall Insulation. In 2015/16 1144 properties received this measure, saving £300 on heating bills and in 2016/17 512 properties received this measure.</p> <p>Winter Warmth - 2017/17. 12 Road shows are planned to be delivered between Oct 2016 - Feb 2017 to areas identified by public health as being most likely to be at risk of fuel poverty and with highest excess</p>

	winter death rates. To date we have reached almost 100 residents offering advice and support in respect of keeping warm and well. Winter warmth packs have been distributed to the most vulnerable with the help of Well Being Officers/Stronger Communities Officers / Energy Team.
Use community assets to join up health, social care, education, skills and employment around the family building on the Stronger Families and Well North approaches	Well North has been operating in Denaby Main since August 2015. The programme has worked with community groups and statutory partners to engage with local people, with residents helping deliver the changes they want to see (creating a community library, a network of peer support, an allotment growing project, increased access to social prescribing, widened access to volunteer and work experience opportunities). A range of community-led events have celebrated arts, culture and heritage within the community. The project is working with local people, social enterprises and the Chamber of Commerce to create an enterprising culture in Denaby Main, with support from a micro-grant scheme. Building Better Opportunities, a programme with SYHA, will co-locate from Denaby Children Centre and offer intensive support to people with complex barriers to work.

Recommendations to Prevent Disability

- Include preventative approaches in all patient pathways and clinical services
- Launch 'Get Doncaster Moving' campaign to increase physical activity
- Continue to reduce the negative impact of takeaways and fast food on health and air pollution by considering health impacts in spatial planning decisions
- Develop local approaches with South Yorkshire Fire and Rescue to promote fire safety and address falls including enhanced home safety checks

Include preventative approaches in all patient pathways and clinical services	<p>The Doncaster Place Plan 2016-2021 has been produced and it has identified prevention and early help as a key approach. The Plan includes a Primary Care Strategic Model that aims to embed self-management as part of the keeping well pillar.</p> <p>An incentive scheme (CQUIN) for secondary care contract will come into force in 2017/18 and 2018/19 that will require patients admitted to hospital to be screened for smoking status, given brief advice, offered stop smoking medication and referred to specialist advisors. Similarly, the scheme will include alcohol screening, brief advice and referral.</p>
Launch 'Get Doncaster Moving' campaign to	The use of #getdoncastermoving was launched this year in conjunction with a stakeholder event on a whole systems review of

increase physical activity	physical activity and sport. This has included themed social media campaigns linking physical activity to air quality, active travel, green spaces, QR code trails and even the Guinness World Record! Since June 2016 we have tweeted a 107 times had 53,730 impressions and 1276 engagements.
Continue to reduce the negative impact of takeaways and fast food on health and air pollution by considering health in spatial planning approaches	<p>A Health Impact Assessment approach has been developed as part of the Health and Wellbeing policy for the new Local Plan.</p> <p>An evidence review of fast food takeaways has been completed and comments have been submitted on planning applications for fast food establishments.</p>
Develop local approaches with South Yorkshire Fire and Rescue to promote fire safety and address falls including enhanced home safety checks	Extended home safety checks, known as 'Safe and Well' checks have been rolled out from September 2016. These checks addressing crime prevention, falls and health promotion in addition to fire safety. The checks link into the local falls pathway and services. The evaluation of this approach is due in spring 2017.

Section 2: The Health of Doncaster People 2016

The Public Health England health profile for 2016 categorises health need in a number of ways. My assessment for Doncaster of the most recent release of data is the following:

Our Communities

- 23.5% of children live in low income families and this is increasing
- According to national data educational performance is not shifting, but local data from this year's GCSEs is encouraging and should be reflected in next year's national data
- Reports of violent crime are increasing but this may be related to changes in the way crime statistics are recorded. The numbers are not back to 2011 levels though.
- Long term unemployment is down
- Homelessness has not really changed, but the current measure of homelessness does not reflect the number of people living in temporary accommodation

Children's and young people's health

- 20.5% of mothers smoke during pregnancy and at delivery, but this number is reducing
- Rates of teenage pregnancy have fallen by almost a half over the last 5 years
- 63.2% of mothers start breastfeeding, but this number continues to fall
- 20% of children in year 6 are obese and although too high is not increasing

Adults' health and lifestyle

- Smoking prevalence has fallen from 26.3% of adults in 2011 to 19.6% in 2016
- Only 52.6% of adults take enough physical activity to help them keep healthy
- 74.8% of adults are overweight or obese, one of the highest in England

Disease and poor health

- Hospital stays for self harm fell in 2016 compared to 2015 but this is still higher than in 2011
- Hospital stays for alcohol related harm are falling
- 7.7% of adults have diabetes and this is increasing
- The rates of hip fractures in people aged over 65 is reducing but is still higher than in 2011

Life expectancy and causes of death

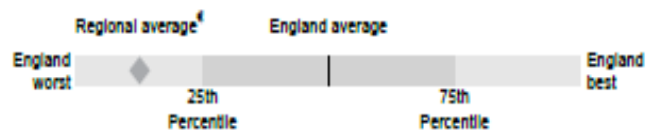
- Life Expectancy is flat, 77.5 years for men, 81.6 years for women
- Infant mortality is falling
- Suicide mortality is increasing
- Under 75 mortality from cardiovascular disease and cancer is falling but not as fast as regional and national levels

Doncaster Health Profile 2016

Health summary for Doncaster

The chart below shows how the health of people in this area compares with the rest of England. This area's result for each indicator is shown as a circle. The average rate for England is shown by the black line, which is always at the centre of the chart. The range of results for all local areas in England is shown as a grey bar. A red circle means that this area is significantly worse than England for that indicator; however, a green circle may still indicate an important public health problem.

- Significantly worse than England average
- Not significantly different from England average
- Significantly better than England average
- Not compared



Domain	Indicator	Period	Local No total count	Local value	Eng value	Eng worst	England Range	Eng best
Our communities	1 Deprivation score (IMD 2015) #	2015	n/a	29.1	21.8	42.0	○	5.0
	2 Children in low income families (under 16s)	2013	13,345	23.5	18.6	34.4	●	5.9
	3 Statutory homelessness†	2014/15	40	0.3	0.9	7.5	●	0.1
	4 GCSEs achieved†	2014/15	1,640	50.0	57.3	41.5	●	76.4
	5 Violent crime (violence offences)	2014/15	4,450	14.7	13.5	31.7	●	3.4
	6 Long term unemployment	2015	1,507	7.9	4.6	15.7	●	0.5
Children's and young people's health	7 Smoking status at time of delivery	2014/15	691	20.5	11.4	27.2	●	2.1
	8 Breastfeeding initiation	2014/15	2,253	63.2	74.3	47.2	●	92.9
	9 Obese children (Year 6)	2014/15	608	20.0	19.1	27.8	●	9.2
	10 Alcohol-specific hospital stays (under 18)	2012/13 - 14/15	71	36.4	36.6	104.4	●	10.2
Adults' health and life style	11 Under 18 conceptions	2014	186	34.6	22.8	43.0	●	5.2
	12 Smoking prevalence in adults†	2015	n/a	19.6	16.9	32.3	●	7.5
	13 Percentage of physically active adults	2015	n/a	52.6	57.0	44.8	●	69.8
Disease and poor health	14 Excess weight in adults	2012 - 14	n/a	74.8	64.6	74.8	●	46.0
	15 Cancer diagnosed at early stage #	2014	x ¹	x ¹	50.7	36.3	●	67.2
	16 Hospital stays for self-harm	2014/15	582	192.8	191.4	629.9	●	58.9
	17 Hospital stays for alcohol-related harm	2014/15	2,116	714	641	1223	●	374
	18 Recorded diabetes	2014/15	19,342	7.7	6.4	9.2	●	3.3
	19 Incidence of TB	2012 - 14	70	7.7	13.5	100.0	●	0.0
	20 New sexually transmitted infections (STI)	2015	1,432	736	815	3263	●	191
Life expectancy and causes of death	21 Hip fractures in people aged 65 and over	2014/15	360	640	571	745	●	361
	22 Life expectancy at birth (Male)	2012 - 14	n/a	77.5	79.5	74.7	●	83.3
	23 Life expectancy at birth (Female)	2012 - 14	n/a	81.6	83.2	79.8	●	86.7
	24 Infant mortality†	2012 - 14	52	4.7	4.0	7.2	●	0.6
	25 Killed and seriously injured on roads	2012 - 14	343	37.7	39.3	119.4	●	9.9
	26 Suicide rate†	2012 - 14	83	10.3	10.0			
	27 Deaths from drug misuse #	2012 - 14	60	6.8	3.4			
	28 Smoking related deaths	2012 - 14	1,874	371.1	274.8	458.1	●	152.9
	29 Under 75 mortality rate: cardiovascular	2012 - 14	691	89.4	75.7	135.0	●	39.3
	30 Under 75 mortality rate: cancer	2012 - 14	1,376	177.3	141.5	195.6	●	102.9
	31 Excess winter deaths	Aug 2011 - Jul 2014	549	19.4	15.6	31.0	●	2.3

Indicator notes

1 Index of Multiple Deprivation (IMD) 2015 2 % children (under 16) in low income families 3 Eligible homeless people not in priority need, crude rate per 1,000 households
4 5 A*-C including English & Maths, % pupils at end of key stage 4 resident in local authority 6 Recorded violence against the person crimes, crude rate per 1,000 population
8 Crude rate per 1,000 population aged 16-64 7 % of women who smoke at time of delivery 8 % of all mothers who breastfeed their babies in the first 48hrs after delivery
8 % school children in Year 6 (age 10-11) 10 Persons under 18 admitted to hospital due to alcohol-specific conditions, crude rate per 100,000 population 11 Under-18
conception rate per 1,000 females aged 15-17 (crude rate) 12 Current smokers, Annual Population Survey (AP8) 13 % adults achieving at least 150 mins physical activity per
week 14 % adults classified as overweight or obese, Active People Survey 15 Experimental statistics - % of cancers diagnosed at stage 1 or 2 16 Directly age sex
standardised rate per 100,000 population 17 The number of admissions involving an alcohol-related primary diagnosis or an alcohol-related external cause (narrow definition),
directly age standardised rate per 100,000 population 18 % people on GP registers with a recorded diagnosis of diabetes 19 Crude rate per 100,000 population 20 All new
diagnoses (excluding Chlamydia under age 25), crude rate per 100,000 population 21 Directly age and sex standardised rate of emergency admissions, per 100,000
population aged 65 and over 22, 23 The average number of years a person would expect to live based on contemporary mortality rates 24 Rate of deaths in infants aged <1
year per 1,000 live births 25 Rate per 100,000 population 26 Directly age standardised mortality rate from suicide and injury of undetermined intent per 100,000 population
(aged 10+) 27 Directly age standardised rate per 100,000 population 28 Directly age standardised rate per 100,000 population aged 35 and over 29 Directly age standardised
rate per 100,000 population aged under 75 30 Directly age standardised rate per 100,000 population aged under 75 31 Ratio of excess winter deaths (observed winter deaths
minus expected deaths based on non-winter deaths) to average non-winter deaths (three years)

† Indicator has had methodological changes so is not directly comparable with previously released values. € "Regional" refers to the former government regions.

New indicator for Health Profiles 2016. x¹ Value not published for data quality reasons

More information is available at www.healthprofiles.info and <http://www.nhs.uk/indicators/health-profiles>

Please send any enquiries to healthprofiles@nhs.uk

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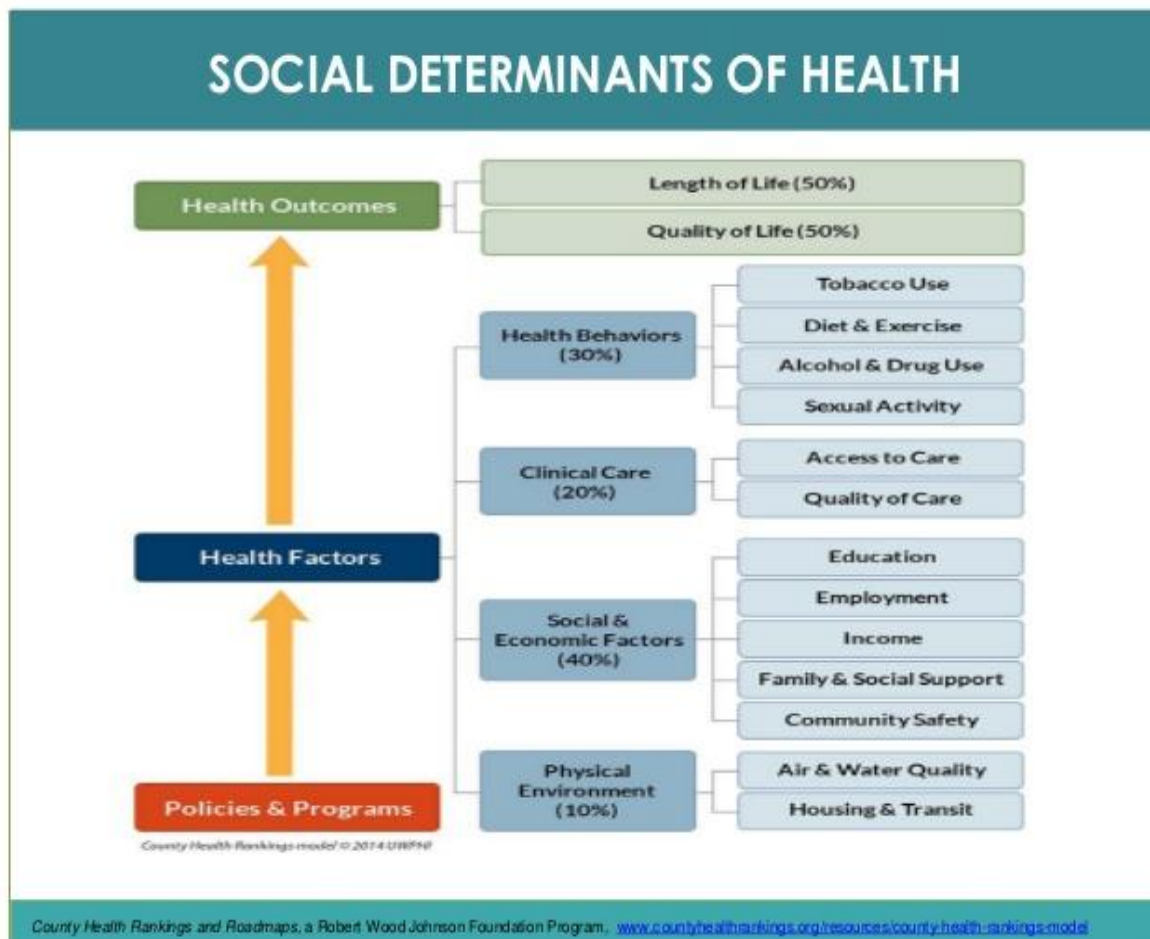
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Doncaster - 6 September 2016

www.healthprofiles.info

What makes us healthy?

As I outlined in my report last year there are a number of factors that can contribute to our health. The Robert Wood Johnson Foundation and the University of Wisconsin have estimated the contribution of the most important factors to our health. They include clinical care, which is about 20%, whilst social and economic factors contribute 40%, supported by health behaviours 30% and physical and environmental factors 10%.



The factors that contribute to health also accumulate over time and demonstrate that we all have crucial periods in our lives where our health can be particularly influenced. This approach is known as the life course approach and examples of crucial periods of time include the first 1001 days of a child's life, going to nursery/school for the first time, leaving school, getting married or retiring.

Section 3: Children, Young People and Families

What we're trying to achieve and why?

1. Every child has the best start in life

Giving every child the best start in life is crucial to reducing health inequalities across the life course. The foundations for virtually every aspect of human development - physical, mental and emotional – are set in place during pregnancy and in early childhood. During pregnancy and in the first 2 years, neural pathways in the baby's brain are being laid down for life with 80% of a baby's brain development taking place during this time. What happens during these early years has lifelong effects on many aspects of health and wellbeing, educational achievement and economic status.

The Healthy Child Programme is a prevention and early intervention public health programme that lies at the heart of universal services for all children, young people and families. It aims to inform and support families, promote child development, and improve child health outcomes. The early year's element of the programme is primarily delivered by Health Visitors who have specialist training in promoting the health and wellbeing of children, young people and families.

The public health team and partners are running a variety of programmes and initiatives to not only empower and inform families but also to help establish positive relationships and connections. These include the distribution of free vitamins during pregnancy, information on how to stay healthy during pregnancy, UNICEF Baby Friendly initiative, healthy eating and oral health promotion initiatives.

Case Study: First Friends

First Friends is a community based, health led group which provides support, advice and information to new parents in the first (birth to moving around the floor) post natal period with a view to supporting positive attachment, recognition of early cues, encouragement of early interactions, identification of low mood and reduction of post natal depression through development of parental confidence.

Postnatal depression affects 10–15% of parents and can lead to cognitive and emotional impacts on the infant alongside health deficits for the mother (Patton et al 2015). Evidence shows that peer support and advice is an effective mechanism for building resilience and effective coping mechanisms in parents.

All lead health practitioners for First Friends are trained in the Brazleton Newborn Behavioural Assessment which is used in groups to encourage parental awareness of early developmental stages, responsiveness to cues and supports the building of a positive, reciprocal relationship. Containment provided in a regular setting allows parents to access reassurance, knowledge and increases parental confidence.



2. Children receive good information about how to keep themselves healthy and the environments they grow up in support and promote their health

A solid start ensures the foundations for a long, productive, and healthy life. As a child reaches school age, these foundations must be built upon and maintained to ensure they flourish, stay safe and achieve as they grow up. We know that a child's health is inextricably linked to their ability to do well at school and in turn increase their potential to be a productive member of society. As well as educating children and young people to make healthy choices and maintain their own health, the environments they grow up in must be conducive to promoting and supporting their health and wellbeing.

School nurses primarily deliver the Healthy Child Programme for school aged children. They are integral in supporting the school community to achieve and maintain good health through delivery of the programme. In addition, the public health team work with a number of partners working with children and young people to ensure services act as good health role models and that the environments children and young people grow up in promote and support healthy behaviours. Some of the projects currently underway include: Healthy Schools accreditation, Food and Drink guidelines for settings, and supervised tooth brushing sessions.



Case study: Supervised brushing pilot

Six private nurseries in the areas with the poorest dental health for 5 year olds across Doncaster have been taking part in a supervised tooth brushing pilot. The settings taking part were not only provided with staff training around how to carry out supervised tooth brushing and key oral health and nutrition messages but all the resources they needed to carry out supervised tooth brushing on a daily basis with their 2-5 year olds. Overall feedback was positive from parents, children and staff. Nearly all staff involved felt the children enjoyed the tooth brushing, 80% of parents said it was easier or sometimes easier to brush their child's teeth since being involved in the pilot and children enjoyed brushing their teeth with their friends and finding the toothbrushes on the racks.

“Children whose parents say they have trouble brushing their teeth at home have actively taken part in nursery” (staff)

“It's made her more aware of brushing her teeth, she reminds me now!” (parent)

3. Vulnerable families and children are identified early and supported appropriately

A small group of more vulnerable children and young people can often suffer much worse outcomes. This can be for a number of reasons associated with the effects of deprivation, poor attachment, parental substance misuse or mental ill health and being in the looked after system to name a few.

The establishment of the Early Help Hub in Doncaster has introduced a new way of working with families to prevent need arising by intervening early to tackle emerging problems. It challenges partners to sharpen their focus on early help, coordinate services better for families and ensures that the right level of service is provided at the right time to the right families. Services delivering the Healthy Child Programme are tailored to meet the needs of families and children who are identified as having additional needs by using a tiered approach to service delivery. Children and families will receive additional support where it is identified and can be escalated up or down depending on their needs.

Evidence about brain development highlights an important challenge for children and young people who, particularly during puberty, face the beginning of a rapid and dramatic re-organisation of the brain. These changes in social functioning coincide with a time when peer interaction is increasing and reliance on parents and family is decreasing. The combination of these changes can lead to greater risk-taking behaviours resulting in poorer health outcomes for these individuals. Risk taking or exploratory behaviours include the use of drugs and alcohol, unsafe sex and smoking. It is recognised that these types of behaviours are often linked and must be addressed together. Project 3 is an integrated health and wellbeing commissioned service for young people aged 18 years and under that addresses the inter-related nature of exploratory behaviours. The service offers advice information, help, support and intervention around: sexual health; stop smoking; drugs, alcohol, legal highs; young people affected by somebody else's drug or alcohol use.

4. Everyone achieves good sexual health

Good sexual health is important because it is an issue that can affect peoples' mental health, their physical well-being, and their relationships with others. The public health team are striving to achieve good sexual health for all, through the promotion of safer sexual behaviour and the provision of high quality sexual health services.

Effective Relationships and Sex Education (RSE) that is taught from a young age using a whole school approach, in collaboration with families, can prevent teenage pregnancies and equip young people with the knowledge to protect themselves against sexually transmitted infections including chlamydia and HIV . Young people who have honest and comprehensive RSE have sex later than their peers and are more likely to use contraception when they do start having sex. The team works with School Nurses, Big Talk Education, Doncaster Pride, primary, secondary and post-16 settings to try and improve the quality and consistency of RSE across the borough. In addition, Doncaster has just launched the Respect Yourself Doncaster website to break down the barriers to accessing sexual services and provide young people with a safe place to access honest and comprehensive information about relationships, bodies, and sex.

Provision of good quality, effective contraception methods is essential to prevent unwanted pregnancy and protect from sexually transmitted infections. Increasing access to contraception, including Long Acting Reversible Contraception (LARC), in young-person-friendly sexual health services (Project 3) and non-sexual health services (School Nursing, GP, community pharmacy) has been shown to be effective in reducing the number of teenage pregnancies.



Case study: Respect Yourself

The dual platform relationships and sex education website 'Respect Yourself Doncaster', aimed at young people age 13+, was launched in Sexual Health Week (12th-19th September 2016) to engage with young people around issues of relationships and sex and to increase access to sexual health services. Evidence shows that young people who receive honest and comprehensive information about relationships and sex generally have sex later than their peers and are more likely to use contraception when they do have sex. As well as providing a platform for delivering positive messages about healthy relationships and safer sexual behaviour, the resource also contains a behaviour change tool that is shown to overcome barriers to accessing sexual health services. The website is a partnership approach between DMBC, Warwickshire County Council, Diva Creative, University of Coventry, and Going Off the Rails. In the first four weeks there were over 4,000 hits to the website. Work continues to maintain this momentum and our next steps are to meet with PSHE leads in secondary schools to get the resource into their lessons. The website is available at www.respectyourself.info/doncaster

Who are we working with?

Prevention and early intervention is at the heart of the work the public health team and our partners carry out for children, young people and families. A universal offer from both the health visiting and the school nursing services ensures *all* families receive advice and information to ensure the best outcomes for their children. The universal offer also ensures families with vulnerabilities or 'at-risk' groups can be identified early and given specialist intervention.

Poor health disproportionately affects certain groups of children and young people and the team aims to support and protect the groups that have the worst health outcomes by ensuring that programmes are targeted appropriately and services are able to respond to the needs of children and families with emerging and/or on-going additional needs.

Key partners include Rotherham, Doncaster and South Humber NHS Foundation Trust (Health Visiting, Project 3, CSE team and School Nursing); Doncaster and Bassetlaw Hospitals NHS Foundation Trust (Midwifery and Trihealth); Children's Centres (DMBC); Early Years settings; Doncaster CCG; Education (DMBC); Leger Therapy Services; British Pregnancy Advisory Service; Local Medical Committee and GPs; Local Pharmaceutical Committee and community pharmacists; Doncaster Children's Services Trust; NHS England; Public Health England PHE; University of Coventry; University of Sheffield; Primary & Secondary schools; post-16 education and training providers; Doncaster Pride; Big Talk Education; Going Off the Rails; Diva Creative; Changing Lives; HIV Well-Being team; SY Police; Doncaster Rape and Sexual Abuse Counselling Service (DRASACS)

How will we know if we're successful?

The Public Health Outcome Framework (PHOF) identifies the following outcomes as being indicative of the success of service provision across services for children, young people and families:

- Infant mortality
- Measles, mumps and rubella (MMR) vaccination for one dose (at 2 years)
- Diphtheria, tetanus, whooping cough (pertussis), polio and Hib disease (Haemophilus influenzae type b) vaccination (at 2 years)
- Children achieving a good level of development at the end of reception
- Low birth weight of 'full term' babies
- Obese children (4-5 years)
- Smoking status at time of delivery
- Breastfeeding initiation
- Breastfeeding prevalence at 6-8 weeks after birth
- A&E attendances (0-4 years)

- Hospital admissions caused by injuries in children (0-14 years)
- Chlamydia detection rate greater than 2,300 per 100,000 15-24 year old population
- Reduce the under 18 conception rate
- HIV late diagnosis rate less than 25% of all newly diagnosed adults

These indicators are useful on an overall population level and are indicative of how the overall 'system' is working. Public Health Outcomes Framework indicators should be monitored as high-level strategic informers. However, the time lag between data being collected and published and frequency of the published data can also be unhelpful in terms of establishing short term/real time impact for children and families. The nature of them being 'Doncaster wide' can also be unhelpful in looking to establish local need and priorities. A joint framework of outcomes measures should be established to measure programme impact based on existing tools in use (e.g. Ages and Stages Questionnaire (ASQ); Early Years Foundation Stages (EYFS); Outcomes star; Whooley/GAD-2).

Section 4: Working Age, Healthy Lives

The Working Age, Healthy Lives team aims to support Doncaster residents to have the best quality of life possible and to add years to life and reduce the health inequalities which are still prevalent across our communities. It also aims to reduce loneliness and social isolation through targeted approaches with our key partners and to ensure that local residents have the information they need to make informed choices and improve their life expectancy. The Health and Wellbeing Board in its 2016-21 strategy outlined a vision for the Borough which is:

“A strong local economy; progressive, healthy, safe and vibrant communities; all residents will be able to achieve their full potential in employment, education, care and life chances; all residents to be proud of Doncaster”

The Doncaster Health and Wellbeing Board identified 4 key themes: Health Inequalities, Wellbeing, Health and Social Care Transformation; 5 areas of focus: substance misuse (drugs and alcohol), obesity, families, mental health and dementia. The Working Age, Healthy lives team will aim to support all of these areas and in particular will focus on obesity, families, health inequalities, self-management, work place health and general wellbeing .

To achieve this, the team needs to promote a supportive environment which enhances wellbeing where prevention is the key. In order to do this the public health team needs all the partners on Board as prevention is everyone’s business. The **NHS Health checks** service and awareness campaigns provide information and advice at an early stage to provide the best chance for a good quality of life and prevent the onset of more serious long term conditions .The **workplace health programme** enables local employers to provide a supportive and health promoting environment for their workforce and to improve staff health and wellbeing and their wider families. The **Making Every Contact Counts (MECC)** principle will be rolled out across all key partners to ensure that every opportunity is made to raise awareness and to provide up to date information around key health issues. The **Healthy Doncaster Alliance** will provide a vehicle to understand and address our healthy weight issues in Doncaster and to provide a whole system approach to cultural change. For the ageing population we will continue to support the Dementia friendly communities programme and strive towards a **healthy ageing** town in Doncaster and to provide support around managing long term conditions, falls and wider health and social care issues. Through the South Yorkshire Fire and Rescue Service Safe and Well checks programme partners will be supported to deliver appropriate health messages and reach the most vulnerable people in our communities.

To measure success local data will be used to measure the baseline and collate evidence around the interventions and measure impact over a longer period. Good news stories and case stories will be collected which will promote positive news and demonstrate health improvement.

NHS Health checks

One of the key areas for prevention is detecting disease at an early stage when treatment is often more effective. One of the ways this is done for cardiovascular disease is through NHS Health Checks. The NHS Health Check service is designed to identify cardiovascular disease at an early stage in people aged 40 – 75 years. In 2015/16 nearly 7000 checks were completed in Doncaster and almost a third of the people checked were found to be at a high risk of having heart or other circulatory problems in the next 10 years. The majority of checks are completed in GP practices but one in five checks takes place in another community setting to try and give people the best opportunity of accessing the service. People who have had a health check say that they found out important things about their health in particular their blood cholesterol levels and their blood pressure and they have said that this has encouraged them to take control of their health and make lifestyle changes such as eating more healthily and exercising.

Early Diagnosis

This aims to increase the awareness of the early signs and symptoms of cancer and other long term health conditions and to demonstrate how lifestyle choices can affect a cancer diagnosis along with other long term conditions. Doncaster has a higher incidence of some cancers compared with the national average and other Local Authorities. The work with diverse communities, workplace settings, schools and Learning Disability Teams to encourage a change in behaviour in choosing a healthier lifestyle with a view to reducing long term illness and increasing survivorship will continue. The team will also work with the key partners to promote self-management and to increase awareness of the key signs and symptoms through a Making Every Contact Count approach and a prevention package which supports national and local communication and social media campaigns.

Work Place Health

Research shows that fair employment is not only good for our individual health and wellbeing but it also has economic benefits for our local economy. It is recognised that the workplace holds a captive audience in which we are able to promote public health messages not only to the staff but also through their social connections between their families, friends and local communities.



Doncaster's Workplace Wellbeing Programme aims to work with local businesses to support them to be a healthy employer and educate them of the benefits of workplace health.

The team is accredited to deliver Public Health England's Workplace Wellbeing Charter which is a national award demonstrating an organisations commitment to supporting their workforce.

The accreditation process contains a set of core standards, which includes leadership, absence management and mental health which businesses are able to benchmark themselves against.

The programme also provides free training, workshops and direct access to a range of services that employees can access to promote wellbeing, encourage behaviour change and promote self-management.

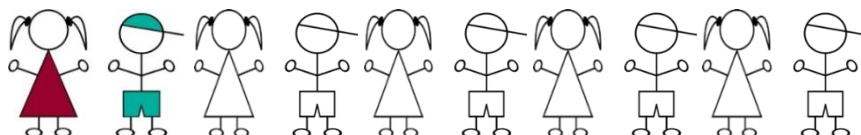
The workplace wellbeing offer suits both private and public sector organisations and can be tailored to suit small businesses.

The team worked closely with Doncaster Chamber of Commerce, Business Doncaster and the local business economy to launch the programme in 2016. Initial progress has included a first business event attended by 70 local business managers, awarding 2 local businesses workplace wellbeing accreditation, supporting 8 businesses to work through the self-assessment process, trained 35 Health Champions and coordinated several training workshops up-skilling managers around workplace issues such as disability in the workplace, reasonable adjustments, substance misuse and mental health.

Obesity

Tackling obesity remains a priority for Doncaster Health and Wellbeing Board. Obesity can reduce life expectancy by up to 9 years and accounts for 9000 premature deaths per year; it also contributes to about 10% of all cancer deaths amongst non-smokers.¹ Obesity is a major public health problem due to its association with serious chronic diseases such as type 2 diabetes, hypertension and hyperlipidaemia.² In Doncaster:

More than 2 out of 10 children aged 4-5 are overweight or obese (22.2%)



More than 3 out of 10 children aged 10-11 are overweight or obese (34%)



More than 7 out of 10 adults are overweight or obese (74.8%)



The public health team commissions the Tier 3 adults weight management service to support people to lose weight and take greater control of their health. The formation of the Healthy Doncaster Alliance encourages a whole system approach involving both internal and external partners to tackle obesity. The Alliance has identified the following areas of focus to overcome obesity and help people and families make better and informed choices about their health and lifestyle:

- Physical Activity
- Food
- Environment and Planning
- Weight Management

¹ Department of Health (2011). Healthy lives, healthy people: a call to action on obesity in England. London: Department of Health

² Niblett, P (2016). Statistics on obesity, physical activity and diet. Health and Social Care Information Centre (HSCIC) <http://digital.nhs.uk/catalogue/PUB20562/obes-phys-acti-diet-eng-2016-rep.pdf> Last accessed on 17.08.2016

Healthy Ageing

People in the UK are living longer than ever before. If the right support, advice and information is not available, poor health can restrict older people's ability to continue living life to the full. It is important that opportunities for good health are optimised so that older people are able to live as independently as possible within their community and enjoy a high quality of life. Encouraging older people to make informed choices about a healthy lifestyle can make a big difference.

South Yorkshire Fire and Rescue have teamed up with Doncaster Council, Doncaster Clinical Commissioning Group and South Yorkshire Police to deliver healthy ageing advice alongside falls and crime prevention to people over the age of 65 as part of the Safe and Well programme. The 'Living Well for Longer; A Guide to a Healthier Later Life' resource developed by public health provides members of the public with information on how to live healthily, happily and independently for longer and where to get help and support.



Dementia is not a natural part of the ageing process

however the likelihood of developing dementia does rise with age and is a common concern for many people as they grow older. There are 850,000 people living with dementia in the UK today. It is estimated that just over 3,500 people are currently living with dementia in Doncaster with almost 2,700 on GP dementia registers.

The Getting There: Doncaster Dementia Strategy 2015-17 produced by the Doncaster Dementia Strategic Partnership (DDSP) sets out the future vision for Doncaster and outlines five areas of improvement in dementia care; pre diagnosis information and support, assessment and treatment, peri and post diagnostic care and support, care homes and end of life. The public health team is working alongside a number of partners to support the pre-diagnosis information and support strand of the strategy, to raise awareness of the condition and enable people to access the right advice and information and ensure they receive the support they require.

Doncaster is working towards becoming dementia friendly with 16,114 Dementia Friends across the borough. Our 142 Dementia Friend's Champions have delivered a total of 1000 information sessions

throughout Doncaster, helping to increase peoples understanding of dementia and change perceptions of the condition. 85 members have now signed up to Doncaster Dementia Action Alliance to support the delivery of the dementia friendly community work plan. Through the commissioning of DARTS' interactive performance, *Unlocking Dementia*, and organised campaigns such as Dementia Awareness Week we continue to raise awareness of the condition.

With prevention as an area of focus, a resource was developed highlighting important lifestyle factors which may contribute to the development of dementia including, eating well, maintaining a healthy weight, managing cholesterol and blood pressure, limiting alcohol intake, stopping smoking and keeping physically, mentally and socially active and the steps people can take to reduce the risk or delay the onset of dementia.

Case Study

George is 55 years old and has recently had an NHS Health Check in his workplace which identified he might be at risk of heart disease. The check found that George is overweight, has high blood pressure and high cholesterol.

Georges' workplace has recently been accredited with the Workplace Wellbeing Charter. His employers have transformed the staff canteen so that it is now much healthier. A lot of work has been done to reduce the salt and fat content of the dishes he usually eats there and he has also joined the lunchtime walking group that he saw advertised in the staff newsletter. He also has access to a local wellbeing service in his community which is helping him keep his health on track including advice on how to manage his weight, reduce his stress levels etc.

Sue is 76 and lives alone. Her children have recently noticed that Sue is becoming quite forgetful. After agreeing to a visit to see her GP, Sue's memory showed that she had been diagnosed with Alzheimer's. Sue and family were referred to the Admiral Service for further support.

Sue became withdrawn after her diagnosis worrying this would mean she would no longer be able to live in her house.

One of the Admiral Nurses met with Sue and her daughter and offered some much needed emotional support along with the information they required to help Sue live independently at home for as long as possible.

Details of the Memory Café and the Singing for the Brain that is based in Sue's local community Centre were passed onto her. After feeling apprehensive at the first thought of going along, Sue has discovered her love for singing and met a lot of new friends which she meets each week for a coffee and catch up.

Section 5: Vulnerable People and Improving Lives

This public health work theme aims to address many unjust health differences (known as health inequalities) between people, which arise due to complex social-economic factors.

The portfolio covers substance misuse, smoking/tobacco control, public mental health and suicide prevention, domestic violence, physical disabilities and learning disabilities.

The public health team is responsible for directly commissioning some of these treatment and care services and for co-ordinating approaches to prevention and promoting health and well-being. The approach recognises that all individuals are unique and that often people's needs are multiple and complex.

Substance misuse

The Doncaster public health team commissions an adult substance misuse service incorporating a whole system integrated drug and alcohol treatment and recovery ethos. The service meets the constantly changing needs of the population of Doncaster whilst ensuring we have an upstream approach to prevention and awareness raising.

The team aims to ensure the commissioned treatment services are run in a person centred and recovery focused environment. This includes ensuring services that address all aspects of an adult's life, including substance misuse, housing, work, education, training, healthcare, offending, spirituality, family life, relationships, community participation and support networks.

These services are delivered from 'recovery hubs' in Thorne, Bentley and Mexborough with Doncaster town centre maintaining a single point of access function.

Smoking cessation and tobacco control

The public health team commissions specialist and GP services to help people to quit smoking. The team leads, supports and participates in the local Tobacco Alliance, a partnership approach, which aims to achieve smoke free environments and tackle illicit/counterfeit tobacco.

Public mental health & suicide prevention

The public health team works towards improving the health of the population through preventing disease, prolonging life and promoting health. This includes targeting the determinants of health and well-being rather than the illness itself. Good mental health provides the bedrock for good physical health and for a range of other important life skills, capacities and capabilities.

Suicide prevention has been identified as a priority for Doncaster. A multi-agency strategic suicide prevention group has been established to lead on the prevention agenda.

Domestic Violence

The public health team supports the delivery of victim and perpetrator services, and participates in a co-ordinated response to domestic abuse in conjunction with other partners. Families have a wide range of needs and may be experiencing a number of issues which contribute to or initiate domestic abuse. The response therefore needs to be tailored to the needs of individual families and may involve a range of professionals from both statutory and voluntary organisations working together.

Learning Disability and Physical Disability

The approach to disability recognises that disability is viewed as something which is imposed on people, by a society which creates barriers to equality. The team works with service users and professional groups to improve access to services and change attitudes that regard disabled people as inferior, helpless, weak or vulnerable. This includes work to address the environmental, institutional and attitudinal barriers.

What are we trying to achieve?

To prevent ill health across the whole population, and in targeted groups, and reduce premature mortality

To reduce health inequalities between individuals and communities

To improve access to, and experience of services for service users

Who are we working with?

The team works with all statutory and voluntary organisations and service user organisation to address current and potential public health harms. These harms could include the whole of the adult population of Doncaster who are, or may be, affected directly or indirectly by substance misuse, domestic violence, physical disabilities, learning disabilities, mental health or smoking

How will we know if we are successful?

Through a regular process of needs assessment the team monitors change in patterns of smoking substance misuse, mental health, physical and learning disabilities, and domestic violence in local communities.

Success would mean reducing prevalence of substance misuse, smoking and domestic violence, and improved health and social outcomes for people with illness, disability or impairment.



Case Study Andrea Days (names have been changed for the protection of client's identity)

I first met Jane over two years ago, she had moved area's to try and make a new start after being well known as the local drug dealer, she had her windows put through by locals and had a terrible reputation for dealing a bad batch of drugs. Her decision to move was to change her life for good. She came into service and completed a detox which was her first stepping stone; she had been drug free for about 3 month's at the time when she requested support from the "Moving on" project, she was a little withdrawn at our first meeting but as time went on her confidence improved massively.

I had some promotional leaflets to hand out in the area that Jane lived in so as a way to get to know her better and to also give her a feeling that she was helping me I asked her to show me all the local health centres, Sure Starts, Doctors, Libraries etc. and together we gave out our marketing material then afterwards we had a chat about what she wanted to do, she expressed an interest in support work, she thought that the work the "Moving on" team do is amazing and would love to start some form of training to better her chances for the future of support working. I had a chat with her about a Counselling course that I was involved in, I explained that it was a course that involves learning the skills of listening and relationship building in a practical way. It seeks to enable students to become more empathic to the needs of other people by developing increased self-awareness. She could then consider level two if she thought the first course was beneficial, she thought this sounded great and was just what she wanted.

Jane embraced the course although at times she admitted she struggled with her own issues from time to time throughout the course, the fact that this course is designed to reflect upon students own issues as well as others does on occasion brings out students emotions and potentially can cause a certain amount of upset. As the course progressed so did Jane, her confidence grew and upon completion of the course she was eager to continue to up skill her training, she continued her training by enrolling on the level two counselling course which encouraged her to then train and become a learning mentor, once qualified in this field she began volunteering as a support worker for learners of my Job club/ IT course, my learners and I benefited from Jane's help, this gave me more time to give one to one support knowing that other learners got help at the same time.

After about 9 months of volunteering Jane asked if I would help her fill in an application form for a job as support worker in her own village and could she give my details as a reference, I was more than happy to do this.

Within a fortnight I received an application for a reference followed shortly after by a phone, thanking me for the reference.

Jane rang me to let me know she had been offered the position on a permanent basis and was over joyed

I regularly contact her to see how she doing, she is still enjoying the job she said "thank you for all you support, I couldn't have done this without you, this is my dream job"

What fantastic progress Jane has made throughout her journey with the help and support of the Moving on team.

Section 6: Wider Determinants of Health

In 1865 Doncaster appointed its first medical officer for health for the Borough following promptings from the Board of Poor Law Guardians. At the time his main priorities were focused on combatting the spread of disease such as cholera whilst recognising that things such as improved housing and sanitation were crucial in reducing disease thus improving the health of the population.

Today however, there is a different story. Many of the public health challenges faced in Doncaster in the 21st century continue to be influenced by where people live, learn, work and play. These wider factors are interconnected with other factors, described as ‘the causes of the causes’ and can be outside of our control: such as gender or genetic make-up or are factors that can be improved upon with support from organisations such as the Government, Local Authorities and the NHS. These factors concern the environment, the economy, society and health as a whole (see diagram).³

Socioeconomic Status: The link between socioeconomic status and an individual’s health is a clear one – lower social position and associated socio-economic deprivation results in poor health.

Education: The availability of high quality education is key in enabling our residents to maximise opportunities. Educational attainment can determine future employment and income as well as lowering the risk of alcohol and drug misuse and teenage pregnancy.

Physical Environment: Environmental themes can play a significant role in affecting our quality of life and health. Those living in areas with safe water supplies, clean air, a healthy working environment and comfortable housing are more likely to be in good health than those lacking such conditions.



³ Barton, H. and Grant, M. (2006) A health map for the local human habitat. The Journal for the Royal Society for the Promotion of Health, 126 (6). pp. 252-253

Social Environment: Having support from family, friends and the local community is important for preventing isolation and loneliness, contributing to good mental wellbeing and therefore improving overall health.

Wider Determinants Team

The wider determinants team aims to ensure that the health impacts of these determinants are explicitly considered when making decisions and therefore work with a range of partners and organisations to help make Doncaster a place where healthy choices are an easy choice. Three examples of the areas that we have addressed in 2015/16 include spatial planning, physical activity and fuel poverty. In 2015/16 the team has :

- Embedded health into the planning process for Doncaster
- Began a 'Whole Systems Review' for physical activity & sport including interviewing 20 strategic leaders and having 50 attendees at our stakeholder event.
- Established Doncaster Active Travel Alliance to increase cycling and walking
- Led interventions on 'Keeping People Warm in Winter' including delivering 'spotting the signs of living in cold houses and homes' winter warmth training to 88 frontline staff and volunteers, supporting hospital discharge with telecare, winter warmth packs and ambient temperature monitors, over 263 home visits and distributing over 700 winter warmth resources including blankets, socks and hats.
- Produced a Hot Food Outlet Policy as part of an approach to address the access to healthier food.
- Continued to commission a service that provides health promotion advice and guidance for BME women in Doncaster as well as the opportunity to access ESOL training and qualifications. During 2015/16 Changing Lives engaged with 529 BME women from over 40 different ethnicities. 21 women successfully completed an ESOL qualification, 4 community champions were developed and 10 moved on into Education, Training or Employment and 29 health related sessions were delivered.
- Supported the Council's response and preparedness to emergencies and incidents ensuring that the public health elements of plans are up to date including the development of two new multi-agency outbreak and mass treatment plans.
- Launched the newly designed Move More Doncaster physical activity service for residents aged over 50 years.
- Installed the Discover Lakeside QR code trail.

Spatial Planning

How we plan and design our towns and villages can help to address some of the modern day challenges. The way roads and paths are laid out can make it easier for people to walk or cycle. Green spaces can be designed into developments so that people can access and utilise them safely, high streets and shopping areas can be planned to make sure they include a variety of shops and services and workplaces can include facilities such as secure cycle parking and changing rooms to encourage people to travel more actively.



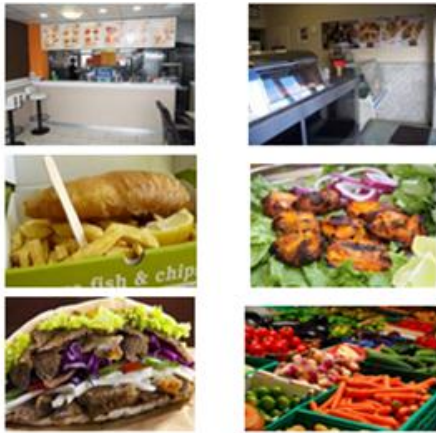
What have we done so far?

In 2016 public health staff started working closely with planning and development colleagues. Together steps are being taken to ensure that as Doncaster develops and grows the environment, where people live and work is shaped to support healthier lifestyles and provides opportunities to make healthy behaviour part of everyday life. This year has focussed on building strong foundations. So far the team has:

- Developed a health chapter for inclusion in the Doncaster Local Plan and provided public health input into policies as they are being refreshed. This is an important step forward as without having the right plans and policies in place the planning team and Planning Committee are unable to challenge applications or to impose conditions. An example of this is the inclusion of a Hot Food Takeaway policy which aims to reduce access to secondary school children at lunchtimes and also give some control to the number of takeaways in any given area.

Hot food takeaways.

An evidence base review for Doncaster



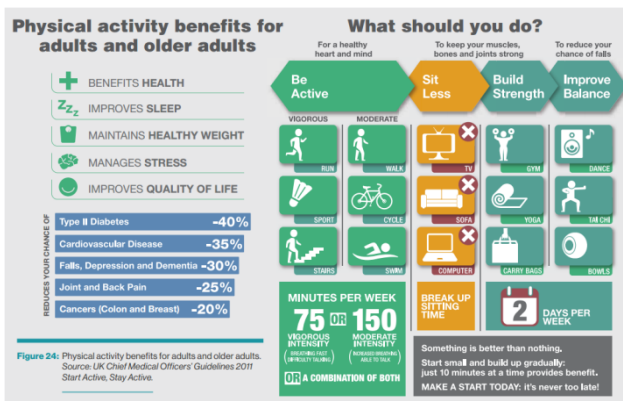
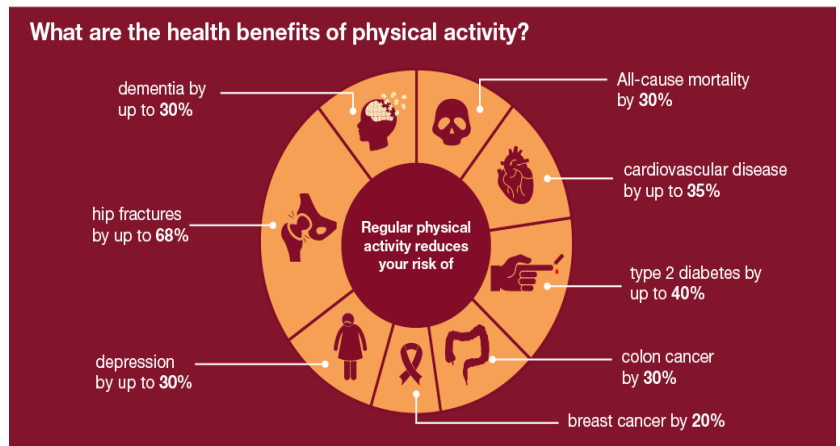
- Delivered information sessions to planning colleagues and Planning Committee members reaffirming the links between public health and planning. The sessions look at all the different influences on health, such as those mentioned in the introduction, and why it is important to improve the health and well-being of Doncaster residents.
- Facilitated Health Impact Assessment (HIA) training to staff in public health and planning. HIAs are a way to highlight where a development impacts positively and negatively on a person's health. For instance, a positive impact might be the creation of better quality housing or jobs but a negative impact might be the noise and dust that is created during the construction period. Because the process opens up an opportunity for dialogue between the developers and the community, people are able to share their viewpoint and look for acceptable solutions.

Physical Activity - #Get Doncaster Moving

There is vast substantial evidence on what the health benefits are to being physically active. However in Doncaster just over half of adults in Doncaster (52.6%) meet the Chief Medical Officer's guideline of 150 minutes of physical activity per week, and one third of adults in Doncaster (29.6%) fail to achieve even 30 minutes of physical activity over the course of a week, which makes them 'physically inactive'. This equates to 70,000 of our residents are inactive (Active People Survey, 2015).

Public Health England

Healthmatters Getting every adult active every day



Rapid changes to our social and work environments encourage sedentary behaviour, and for many, reduce opportunities to build activity into our daily routines. More than 40% of women and 35% of men now spend more than six hours a day sitting or being desk-bound. We know that this harms the health of even those who exercise on a regular basis. At

the same time, rates of walking are falling and almost two-thirds of all journeys are made by car.

In Doncaster, the burden of inactivity can be estimated at 24,000 additional GP visits by inactive residents and an estimated cost of £5million in direct health costs (Sport England 2009/10).

Changing social trends are also affecting how our children play at school and in their spare time. The Doncaster Children and Young People Survey 2015 identified that only 8% of primary school pupils and 8 of secondary school pupils actually met government guidelines (60 minutes every day) of physical activity for children.

Case Study: Discover Lakeside

The public health and regeneration and environment teams worked with partners to identify methods of encouraging use the green space at Lakeside. Design-method mentorship has been provided by the User-centred Healthcare Design team at Sheffield Hallam University to work with various partners within Doncaster to look at solutions that were innovative and pragmatic.

This collaborative and unique way of working was identified in the Local Government Association (LGA) peer based challenge review of the Public Health & the Health and Wellbeing Board in local authorities and was presented at the national Public Health England conference and as part of a design for health symposium at the Royal College Nursing research conference.



The ideas from the work with Sheffield Hallam University were to deliver a series of trails around Lakeside using mobile device QR codes and embedded posts encouraging visitors to exercise, learn, relax and enjoy the space. Residents with a smartphone like an iPhone, Android or Blackberry could scan the QR codes on the posts around Lakeside to upload free data such as heritage information and facts on the surrounding natural environment.

In July 2016 we launched the 'Discover Lakeside' project. This saw 15 QR codes introduced to Doncaster's Lakeside providing options of trails for the public to enjoy as they walk around the lake. Flat and accessible, Doncaster's Lakeside is a prime location for physical activity. In the first 9 weeks that the project was live, QR codes were scanned a total of 353 times and there were 81 downloads of resources from our main webpage. Work is on-going to bring new trails to the project to appeal to a wider audience. www.doncaster.gov.uk/discoverlakeside

Affordable Warmth- Keeping warm and well during the winter months

During the winter months cold weather has a direct effect on the incidence of heart attack, stroke, respiratory disease, flu, falls and injuries and hypothermia. The lack of “Affordable Warmth” is known as “Fuel Poverty”. A household is in fuel poverty if they cannot keep warm and healthy in their own home at a price they can afford. Fuel poverty has been identified as a key priority for Doncaster, one which partners can have a significant impact on by working more effectively together i.e. reducing the number of our vulnerable residents whose lives are negatively impacted by fuel poverty. Statistics suggest there are an estimated 14, 835 households in fuel poverty in Doncaster .

In 2015-16 the public health team have been working in partnership with the public and voluntary sector, to provide additional support for residents during the winter months, helping to reduce levels of illness and deaths attributable to the cold weather. Through a variety of interventions the winter warmth program has benefited the most vulnerable residents living in cold homes, including children, the elderly and those with long-term health conditions.

Targeted activity to improve energy efficiency and affordable warmth amongst vulnerable groups including: delivering a health promotion campaign around how to keep warm and well during the winter; delivering training sessions to frontline staff on how to spot the signs of living in a cold, damp home; promoting “The Big Power Switch” joining local residents together to increase their buying power and negotiate a better deal on their energy.

In the cold winter period of 2015-16, 32 residents at risk of ill health received free boiler and heating repairs, with some receiving replacement heating systems where repairs were not possible. Increasing their health and wellbeing significantly and saving an energy cost on average of £731.22 per household over the winter period.



Case Study

Local resident in Mexborough aged 58 with major health Conditions and recovering from a brain haemorrhage in Oct 2015

Who had no central heating, just 3 room heaters which did not keep whole house warm enough. Unable to fund cost of central heating, especially now receiving only sick pay and wife given job up to be her husband's carer.

This couple received a Worcester Greenstar combination boiler, 6 radiators with thermostatic radiator valves

"The new system is brilliant and such a good idea". It is so easy to use and lovely to wake up in the morning to a warm home". "We never knew how much having central heating would mean to us and we can't imagine not having it now"

The key areas of work for 2016/17 are:

- Drive a systematic approach to embedding physical activity and sport strategically to help partner organisations address their key priorities.
- To continue to promote the benefits of physical activity and develop good quality opportunities for residents to lead active lives with 250 people aged over 50yrs accessing our Move More Doncaster service.
- Utilise Health Impact Assessments to ensure that health and wellbeing is considered in future planning applications in Doncaster.
- Include public health participation in pre- application discussions. One way to influence developments is to work with developers at the pre-application stage.
- Contribute to the neighbourhood planning process by providing information to support the process, encouraging residents to think about some of the health challenges for the area and how locally well thought out planning and design can contribute to improving the environment for them.
- To design and deliver a Healthy Homes/Healthy people programme for Doncaster.
- Support the Sheffield City Region work and health programme to design a system that supports those residents that are furthest from the job market.

Section 7: Health Protection and Health Care Public Health

This section reports on activities in Doncaster related to health protection and health care public health (using public health skills to supporting effective commissioning of quality health service by NHS commissioners).

What are we trying to achieve?

The goal of public health is to help the people of Doncaster to live longer, healthier and enjoy full quality of life. We are also trying to reduce the variation in health outcomes experienced by our communities in Doncaster, as well as narrow the gap between Doncaster and England.

Health Protection

Health protection seeks to prevent or reduce the harm caused by communicable diseases and minimise the health impacts from environmental hazards such as chemicals and radiation. The scope of health protection is wide and ranges from infection prevention and control to vaccination and screening programmes.

Under the Health and Social Care Act 2012, the Director of Public Health (DPH) has the duty to protect the health of the population and to provide leadership on health protection within the local authority. Locally this is discharged through a local health protection committee and by ensuring that there are multi-agency agreements in place for responding to health protection challenges.

The following are some of the key activities related to health protection in Doncaster:

- Doncaster Health Protection Assurance Group (HPAG) was established in 2013. It meets quarterly to provide assurance on the delivery of a range of health protection functions. In 2016 the HPAG incorporated the functions District Infection Prevention and Control Committee, which was separately chaired by Doncaster Clinical Commissioning Group (CCG).
- A multi-disciplinary and multi-agency TB steering group is in place that reports to the HPAG to provide assurance of effective delivery of TB services in order to control TB in Doncaster. The TB steering group also meets quarterly.
- The public health team in the Council has commissioned a community infection prevention and control service and this is provided by Rotherham, Doncaster and South Humber NHS Foundation Trust (RDASH). The service aims to prevent and control community infections e.g. Methicillin Resistant Staphylococcus Aureus (MRSA) and Clostridium Difficile.

Healthcare Public Health

The public health team in the local authority is also expected to provide specialist public health advice to Doncaster CCG (the local NHS Commissioner) in order to ensure that effective, safe and high quality healthcare is commissioned and delivered for the people of Doncaster. Locally, the public health advice is underpinned by a memorandum of understanding (MOU) between local authority public health in Doncaster Council and Doncaster CCG. Over the past year, some of the major pieces of work undertaken together with Doncaster CCG with input from public health included the following:

- Intermediate care review (needs assessment)
- Out-of-hour GP service (now co-located with A&E at Doncaster Royal Infirmary)
- Sustainability and Transformation plan (STP): part of Five Year Forward View challenge of transforming the NHS in the next five years ending 2020/21.
- Doncaster Place Plan 2016-2021: The plan embraces prevention and early help as part of delivery of health and social care services in Doncaster. The plan also includes intermediate health and social care.
- A joint health inequality action plan between Doncaster Council and Doncaster CCG.

Why this is important?

There are at least three reasons health protection and healthcare public health are important. These include:

The legal basis: This is outlined in the Health and Social Care Act 2012. The Act enshrined the duty of the council and Director of Public Health in protecting the health of the local population and providing specialist public health advice to the NHS.

Population health outcome case: The fact that health outcomes in Doncaster are generally worse than the national average but also show variation across Doncaster should be a call for action. Specific methodologies including health equity audits can be used to ensure resources are targeted at the areas of greatest need.

Local versus global health dimension: Doncaster Sheffield Airport is opening travel routes across the globe and this brings both economic benefits but also increases the risk of importing infectious diseases. Health protection policies and procedures need to be up to date to minimise this risk.

Who are we working with?

The task of protecting and improving the health of the people of Doncaster rests with every one of us, as individuals, community groups, charities, businesses, government organisations, etc. For health protection, the public health team in the local authority works closely with colleagues from across the council such as environmental health. The team also works with local partner agencies, including Public Health England, NHS England, Doncaster CCG, Doncaster and Bassetlaw Hospitals NHS Foundation Trust (DBHFT), RDaSH, and local general practices. There are good networks with the neighbouring public health teams in South Yorkshire and across Yorkshire and the Humber.

In relation to healthcare public health, the team works closely with Doncaster CCG and a range of providers in shaping effectiveness of local health and social care services in Doncaster.

How will we know if we are successful?

A range of health indicators exists as part of Public Health Outcome Framework (PHOF) that details progress made over time for each local authority area. The relevant indicators are those related to health protection, and healthcare and premature mortality. These indicators are updated and/or supplemented by other reports such as those on immunisation and screening, infectious diseases reports, and notifications reports. Details of these reports and indicators are available separately. The Health and Adult Social Care Overview and Scrutiny panel reviews health protection on an annual basis.

Section 8: Health Inequalities in Doncaster: using evidence to make the invisible visible.

The public health team at Doncaster Council is at the centre of local work to understand and address health inequalities. By health inequality we mean 'systemic differences in the health of people occupying unequal positions in society' (Graham, 2009, p.3 cited in Smith et al, 2016).⁴ This way of looking at inequality means that differences in health experience and outcomes are socially produced, avoidable, unfair and unjust. There is also a social gradient in health outcomes put simply 'health gets worse at every step down the social level' (Wilkinson and Pickett, 2009).⁵ From research we know that health inequalities impact on everyone and that it is in all our interests to address these issues. We also know that some people face a double or triple whammy in terms of health inequality because of some characteristic such as gender, disability or ethnicity. As a result, some people in our communities are living lives that are more short-lived, more miserable and more painful because of these structural embedded health inequalities. Importantly, health inequality also represents lost opportunities for individuals, communities and economies.

This may seem a gloomy and intractable problem but in the UK we lead the world in our approach to tackling health inequality (Smith et al 2016). In Doncaster, we believe that the key to unlocking the lost potential can be summed up in three phases:

- 1) It is essential **to describe** inequalities found locally so that we raise awareness and **change the conversation** so that people, policy makers and practitioners recognise that poor outcomes are not predicated on individual behaviour but are products of systemic inequalities.
- 2) Secondly, we need **to explain** these inequalities and this again helps change the conversation and helps support a case for change.
- 3) Thirdly, we need **to collectively prescribe** a course for action.

One of the ways we are putting these ideas into practice is by undertaking specific pieces of work all designed to help us describe and understand health inequalities.⁶ To guide the work we are undertaking to tackle inequalities in Doncaster we have established a Health Inequalities Group

⁴ Smith K.E, Hill S and Bambra, C. (2016) Health Inequalities: critical perspectives Oxford University Press

⁵ Wilkinson K and Pickett S (2009) The Spirit Level. Why More Equal Societies Almost Always Do Better Penguin Books

⁶ Cooke, J, Langley, J, Wolstenholme, D and Hampshaw, S (2016). 'Seeing' the Difference: The Importance of Visibility and Action as a Mark of 'Authenticity' in Co-production. International Journal of Health Policy Management, 5. (In Press) (available from <http://shura.shu.ac.uk/13810/1/'Seeing%20the%20Difference'%20-%20visibility%20in%20co-production.pdf> accessed November 2016)

which reports to the Health and Well Being Board. We are ambitious in our aims to change the story of Inequalities across Doncaster and to work with local partners and people to make this happen.

Case Study: Networking and Researching

One thing that can help us both describe and explain is knowledge bringing together what we know and extending this knowledge by carrying out investigations or studies. Doncaster council are members of the CLAHRC YH (see <http://clahrc-yh.nihr.ac.uk/>) a partnership between the NHS, universities and local government intended to support both knowledge production and sharing. The essence of this work is that areas to be investigated are identified and agreed by both those that will use the knowledge and those who help create it. This is known as co-production and the idea is that knowledge produced by this process is more likely to get into practice and policy. Members of the public health team are working on these ideas (see Cooke et al, 2016)

In terms of describing and explaining inequalities this means that research about inequalities that takes into account the views about what is important and how the world works from the point of view of policy makers and citizens is likely to be better more useful and actionable research. The public health in Doncaster are part of the public health and Inequalities Theme within the CLAHRC and also part of the LARK network contributing to both suggesting areas of work and undertaking research relevant to understanding health inequalities. In addition, we are also active in a number of research networks such as the Yorkshire and Humber offender health and evidence and ethnicity communities of practice.

One recent example is our work on fuel poverty and families. See <http://bmjopen.bmj.com/content/6/1/e009636.full> for more information.

Case study: The BME Health Needs Assessment (HNA)

The 2015 DPH Annual Report identified inequity of health outcome between Doncaster communities and recommended we undertake a BME HNA. During 2016, we have revisited BME health needs across the borough and under the auspices of the Health and Wellbeing Board (HWB) we have carried out a multi staged needs assessment which culminated in a HWBB evidence safari (see <https://www.gov.uk/guidance/open-policy-making-toolkit/understanding-policy-problems-and-user-needs> for more information on evidence safari). See #HWBBevidencesafari storify for details of the event itself.

We have looked at information about BME communities in Doncaster. We also looked at what published research said about what might work in addressing inequalities for BME communities and people. We spent time talking to people by collecting their experiences of using health and social care services across Doncaster using Doncaster Healthwatch's Feedback Centre as well as within a GP practice, the council's One Stop Shop, the Women's Centre and Doncaster Conversation Club.

At the evidence safari we identified a number of actions. We would like to run the evidence safari as series of community events to test and improve the actions that have been identified so far.

The final report will be available in January 2017.

Section 9: Well Doncaster



“Well North is creating a movement to unleash healthy communities across the North of England. Starting in nine places, we are inspiring change by backing real people and local ideas”

Lord Andrew Mawson, Executive Chairman

Introduction

Well North is a collaboration between local areas, Public Health England and The University of Manchester. Doncaster is currently one of nine Pathfinders alongside Sefton, Oldham, Halton, Skelmesdale, Bradford, Newcastle, Cumbria and Sheffield.

Everyone wants a comfortable home, a good job and a healthy life to enjoy with family and friends. But life isn't always equal or fair and people who get a raw deal often lose health, happiness and hope. But people and places can change for the better and local people are the solution.

Creating better health and wellbeing is about being part of a vibrant and connected community and living in a pleasant environment, as well as whether we smoke, exercise or eat healthily. Health means tackling debt, a lack of jobs, missed education opportunities, poor housing and loneliness.

Well North follows an asset-based approach to develop communities along these lines, building on the positives in life that create wellbeing and protect health. Denaby Main, in the West of Doncaster, is the initial area of focus.

The Principles of Well Doncaster

The Well North Pathfinders follow a set of guiding principles to;

- Ensure services focus on purpose over process and managing value over cost
- Make the invisible visible by making sure people are known to the services they need.
- Promote relentless kindness to build self-esteem and positive behaviours
- Empower people to own their health and wellbeing, de-medicalising problems and de-professionalising solutions and ensuring issues are solved not managed
- Improve the integration and sequence of support to tackle the root cause of poor health
- Improve the health and wellbeing of everyone

- Back real people's dreams and ideas
- Work alongside people and trusting them to shape their own futures
- Bring energy and creativity to kick start change
- Tap into existing assets, resources, talents and skills
- Build new connections and relationships
- Work with social entrepreneurs and businesses to create new enterprises and jobs
- Spark community-centred investment and regeneration
- Work with communities to shape more effective health, care and welfare services
- Create a culture which, wherever possible, says 'yes' rather than 'no'
- Use language which is positive, concise and cuts the jargon
- Boost confidence through creative and inspiring activities involving everyone
- Create culture change, enterprise and inspiration that lasts long after we've gone
- Establish robust evaluation to test the potential to grow and replicate the approach

Our Objectives and Outcomes

The objectives of Well Doncaster are to;

- Address inequalities, improving the health of the poorest, fastest
- Increase resilience at individual, household and community levels
- Reduce worklessness, a cause and consequence of poor health
- Evaluate, replicate and scale-up Well North in other suitable areas

By sticking to the principles and by focusing on the determinants of health and wellbeing, Well Doncaster can impact on the complex outcomes relevant to many people and services;

- Reducing demand on unplanned healthcare (reducing the number of A&E attendances and emergency admissions)
- Reduced demand on social care (reducing the number of long term residential placements and increasing the number of people with direct payments)
- Reducing the number of people receiving out of work benefits (reducing the number of people claiming JSA, ESA and IB).

The story so far

Well North is developing a way of working that can be repeated across Doncaster, the other Pathfinders and the North of England.

The project is focused rather than working across the whole Borough, so the first step found a fair way to decide where to start. The Doncaster Data Observatory devised a **Hotspot Analysis** between April and August 2015, combining health and socio-economic data at a small scale to suggest possible areas. By looking at crime, out of work benefits and unplanned healthcare, the Well Doncaster Steering Group chose Denaby Main.

Having chosen Denaby Main, the next step began a conversation with the community and engaged local residents and staff. The Four D model of **Appreciative Inquiry** (AI) was used to understand positives in the area or identify things that could improve Denaby in the future;

- Discovery; gaining a positive insight, highlighting strengths and successes
- Dream; builds on the Discover stage to imagine 'what might be'
- Design; narrows the Dream stage to describe 'what should be'
- Deliver; sets out specific action plans to turn design into reality

Since August 2015, community explorers have had over 400 conversations with local people - on the streets, on door steps, at the market and at community events. These conversations defined the plans for 'Phase 1' between September 2015 and May 2016. These included opening a community library, creating a network of peer support, brokering volunteer and work experience opportunities, accessing employment support, addressing housing issues, making environmental improvements, maximising social prescribing and fostering events to reduce social isolation.

A review of Well North introduced a **Two-day Workshop** for each Pathfinder area; an opportunity for local people and advisors from the wider programme to come together and raise the vision and ambition. The Doncaster workshop took place in May 2016 and built on the work to date. The workshop involved local residents, a Ward Councillor and key people from St Leger Homes, NHS Doncaster CCG, DMBC Learning & Opportunities, DMBC Communities and DMBC Public Health, as well as advisors from the Bromley-by-Bow Health Partnership, the University of Manchester, Public Health England and the Marmot Review Team.

Where are we now?

The Phase 2 plans have been drawn up by the people who live and work in Denaby. These have been grouped into seven themes;

Theme	Detail
The Craggs	The Craggs is a limestone outcrop and countryside space that connects Denaby Main and Conisbrough. The vision is to work with partners to make the area cleaner and safe so that more local people and visitors use the area for recreation, relaxation and physical activity.
Denabloom	Compared to many urban areas, Denaby Main has lots of green space and trees. The vision is to maximise these areas and make sure they are well maintained, alongside wider work such as improvements to the precinct on Grays Court and a growing project using the allotment space.
Denergy	It is important to have fun and celebrate success, a calendar will set out celebratory events which are spaced throughout the year. Both small and large events will showcase the Denaby spirit and make links between community groups, faith groups, schools and businesses. External funding will be sought for a community-wider arts project.
Denaby assets	Lots of things are already happening in Denaby Main and these resources will operate as an active network. Community groups will operate together in a nurturing environment with more mentoring and less duplication, meaning local people can access a wider range of opportunities.
Denaby dosh	Denaby will create an enterprising culture that supports people to pursue their passions and ideas; peer to peer support, positive role models, links with schools and a hub for young enterprise that support young people to

	start their own business.
Community leadership	Creating the conditions where local people step forward as leaders; understanding how to develop, support and back local people to do more.
Individual support	People are identified at an early stage of difficulty or ill-health and connected to the services they need, including support for self-management and links to wider services such as Social Prescribing, DMBC Wellbeing, NHS Health Checks, SYFS Safe & Well Checks and developments through Community Led Support,

Who are we working with?

Over the last year Well Doncaster has worked with a huge range of groups and organisations across the third sector, with social enterprises, statutory partners and increasingly with local businesses.

Community, voluntary sector and social enterprise partners; Craganour TARA, Doncaster West Development Trust, Conisbrough Forward, Edlington Community Organisation, Aspiring 2, Reread, Refurnish, Doncaster CVS, All Saints Church, St Albans Church, Citizens Advice, People Focused Group, Flower Park Care Home, Darling Buds of Denaby.

Statutory partners; St Leger Homes, Church View Surgery, Denaby Children Centre, Tom Hill Youth Centre, RDaSH Adult Mental Health Services, NHS Doncaster CCG, Stronger Families, Street Scene, South Yorkshire Housing Association, Ward Members, Schools and Colleges, Doncaster Chamber of Commerce, Doncaster & Bassetlaw Hospitals, DMBC Skills & Enterprise, Healthwatch,

Wider programme partners; Bromley-by-Bow, Public Health England, The Marmot Review Team, The University of Manchester, Pathfinder Areas

How will we know if Well Doncaster is successful?

Evaluation is critical to Well Doncaster, to judge if the work is effective and to decide whether the approach can be applied successfully in other areas. The project is using Outcome Based Accountability to track progress and maintain a focus on the things that matter, and Realist evaluation to get a true understanding what is driving the changes that we see.

- Outcome Based Accountability provides a template to help plan and focus on outcomes. The approach is based on working backwards from the ends we want to achieve – the conditions of well-being we are trying to impact – and then taking a step by step approach to understanding how we want those conditions to look and feel different; how to measure if that is happening and why; who needs to be involved in making the changes and what practical steps are going to be taken to actually achieve that change. This is often called ‘turning the curve’.

- But people may not act in a predictable way and communities can be very complex. A Realist evaluation recognises this and begins to account for wider influences. It is not enough to simply ask 'does it work?' but rather 'what works, for whom, in what respects, to what extent, in what contexts and how?' This means developing a theory about how something works and then testing it through interviews, observations and other data. In Well Doncaster we have used Realism to evaluate an early initiative (the Bumping Space) and this learning will then be used to apply Realism to other parts of the project.

Section 10: Conclusions and Recommendations 2016

The four challenges identified in 2015 remain and they are still

- Improving children's health and wellbeing
- Making the link between education, work and health
- Increasing healthy life expectancy and reducing preventable health conditions
- Reducing inequalities in health between and within Doncaster communities

The data in the 2016 Public Health England health profile supports these challenges. However, across all four challenges there have been areas of success and areas where more needs to be done.

In our communities, long term unemployment is down but the percentage of children living in low income families is increasing and is now 23.5%, the indicators show violent crime is increasing and homelessness and educational attainment are static, but the indicators themselves aren't sophisticated enough to pick up real changes e.g. people living in temporary accommodation.

For our children and young people smoking by mothers during pregnancy through to the time of delivery has fallen to 20.5%, but still too high, leading to reduced infant mortality. Breastfeeding rates continue to fall, childhood obesity is static but teenage pregnancy has fallen by almost half in the last 5 years.

For adults smoking prevalence has fallen by 1% a year since 2011, but overweight and obesity and lack of physical activity will be offsetting the health improvement from not smoking. This is reflected by increasing numbers of people with diabetes and a slower fall in cardiovascular disease mortality than seen regionally or nationally and increased suicide mortality which disproportionately impacts young people. Overall this results in no change in life expectancy. It is not all about mortality though. Falls and hip fractures are still too high, there are increased hospital stays for self harm but alcohol related admissions are falling.

The changes in the data also demonstrate the predictable health and wellbeing impacts of a recession, austerity and reduced public spending. Despite local economic growth in Doncaster we need to ensure that this is good growth that everyone can benefit from and that in-work poverty is addressed.

I have only made one new recommendations this year as although there is action against all of last year's recommendations none of them can be considered complete.

The one new recommendation is for Team Doncaster to consider a 'Delicious Doncaster' approach to food and nutrition to run alongside the 'Get Doncaster Moving' approach for physical activity.

Overarching Recommendations

- Continue to adopt a 'Health in All Policies' approach
- Make a strategic shift to prevention through the Doncaster Place Plan
- Empower people and communities to take control of their own health and if services are required involve people in co-designing the services
- Improve data capture, sharing and reporting so that services can become more seamless and based on insight to address inequalities in access and outcomes
- Report back on the local Health Needs Assessment for Black and Minority Ethnic (BME) Groups
- Continue to move beyond integration to population health systems and budgets

Recommendations for Children, Young People and Families

- Continue to monitor the effectiveness of the Early Help strategy
- Focus on vulnerable mothers from pregnancy until the child is 2 ½ (the first 1000 days)
- Build on the national Future in Mind developments to address bullying and improve the mental health of school aged children
- Support schools to develop a Curriculum for Life
- Support schools to increase physical activity

Recommendations for Employment and Health

- Use the Social Value Act to maximise equitable employment opportunities when commissioning to secure social, environmental as well as economic benefits
- Recommission the 'work programme' as part of the Sheffield City Region deal to help those furthest from the labour market find work and deliver the Work and Health Unit trial
- Work to keep those with health issues in employment longer, improving health literacy and self management
- Continue to help residents keep their homes warm through collective switching schemes, improving energy efficiency of properties and ensure access to welfare advice
- Use community assets to join up health, social care, education, skills and employment around the family. Extend both the Stronger Families and Well North approaches to other groups and geographical areas in the Borough.

Recommendations to Prevent Disability

- Include preventative approaches in all patient pathways and clinical services
- Focus on 'Get Doncaster Moving' campaign to increase physical activity
- Develop a 'Delicious Doncaster' approach to food and nutrition
- Continue to reduce the negative impact of takeaways and fast food on health and air pollution by considering health in spatial planning and licensing approaches
- Evaluate local approaches with South Yorkshire Fire and Rescue to promote fire safety and address falls including enhanced home safety checks

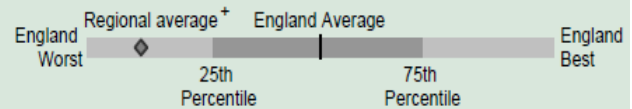
Appendix 1. Doncaster Health Profile 2011

Health summary for Doncaster

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The chart below shows how the health of people in this area compares with the rest of England. This area's result for each indicator is shown as a circle. The average rate for England is shown by the black line, which is always at the centre of the chart. The range of results for all local areas in England is shown as a grey bar. A red circle means that this area is significantly worse than England for that indicator; however, a green circle may still indicate an important public health problem.

- Significantly worse than England average
- Not significantly different from England average
- Significantly better than England average



* In the South East Region this represents the Strategic Health Authority average

Domain	Indicator	Local No. Per Year	Local Value	Eng Avg	Eng Worst	England Range	Eng Best
Our communities	1 Deprivation	107858	37.3	19.9	89.2	[Red circle]	0.0
	2 Proportion of children in poverty	14825	22.7	20.9	57.0	[Red circle]	5.7
	3 Statutory homelessness	77	0.63	1.86	8.28	[Green circle]	0.08
	4 GCSE achieved (5A*-C inc. Eng & Maths)	1843	51.4	55.3	38.0	[Red circle]	78.6
	5 Violent crime	4918	17.0	15.8	35.9	[Red circle]	4.6
	6 Long term unemployment	2073	11.2	6.2	19.6	[Red circle]	1.0
Children's and young people's health	7 Smoking in pregnancy			14.0	31.4	[Red circle]	4.5
	8 Breast feeding initiation	2398	68.1	73.6	39.9	[Red circle]	95.2
	9 Physically active children	23080	57.1	55.1	26.7	[Green circle]	80.3
	10 Obese children (Year 6)	629	20.0	18.7	28.6	[Yellow circle]	10.7
	11 Children's tooth decay (at age 12)	n/a	1.2	0.7	1.6	[Red circle]	0.2
	12 Teenage pregnancy (under 18)	338	60.3	40.2	69.4	[Red circle]	14.6
Adults' health and lifestyle	13 Adults smoking	n/a	26.3	21.2	34.7	[Red circle]	11.1
	14 Increasing and higher risk drinking	n/a	28.9	23.6	39.4	[Yellow circle]	11.5
	15 Healthy eating adults	n/a	21.4	28.7	19.3	[Red circle]	47.8
	16 Physically active adults	n/a	13.2	11.5	5.8	[Yellow circle]	19.5
	17 Obese adults	n/a	29.0	24.2	30.7	[Red circle]	13.9
Disease and poor health	18 Incidence of malignant melanoma	36	12.2	13.1	27.2	[Yellow circle]	3.1
	19 Hospital stays for self-harm	342	124.5	198.3	497.5	[Green circle]	48.0
	20 Hospital stays for alcohol related harm	6833	1948	1743	3114	[Red circle]	849
	21 Drug misuse	3079	16.3	9.4	23.8	[Red circle]	1.8
	22 People diagnosed with diabetes	15745	6.46	5.40	7.87	[Red circle]	3.28
	23 New cases of tuberculosis	13	5	15	120	[Green circle]	0
	24 Hip fracture in 65s and over	317	465.2	457.6	631.3	[Yellow circle]	310.9
Life expectancy and causes of death	25 Excess winter deaths	215	23.3	18.1	32.1	[Red circle]	5.4
	26 Life expectancy - male	n/a	76.4	78.3	73.7	[Red circle]	84.4
	27 Life expectancy - female	n/a	81.2	82.3	79.1	[Red circle]	89.0
	28 Infant deaths	21	5.48	4.71	10.83	[Red circle]	0.88
	29 Smoking related deaths	611	273.9	216.0	361.5	[Red circle]	131.9
	30 Early deaths: heart disease & stroke	268	79.5	70.5	122.1	[Red circle]	37.9
	31 Early deaths: cancer	412	123.9	112.1	159.1	[Red circle]	78.1
	32 Road injuries and deaths	146	50.4	48.1	155.2	[Yellow circle]	13.7

Indicator Notes

1 % of people in this area living in 20% most deprived areas in England 2007 2 % children in families receiving means-tested benefits & low income 2008 3 Crude rate per 1,000 households 2009/10 4 % at Key Stage 4 2009/10 5 Recorded violence against the person crimes crude rate per 1,000 population 2009/10 6 Crude rate per 1,000 population aged 16-64, 2010 7 % of mothers smoking in pregnancy where status is known 2009/10 8 % of mothers initiating breastfeeding where status is known 2009/10 9 % of year 1-13 pupils who spend at least 3 hours per week on high quality PE and school sport 2009/10 10 % of school children in Year 6, 2009/10 11 Weighted mean number of decayed, missing or filled teeth in 12-year-olds, 2008/09 12 Under-18 conception rate per 1,000 females aged 15-17 (crude rate) 2007-2009 (provisional) 13 % adults aged 18+, 2009/10 14 % aged 16+ in the resident population, 2008 15 % adults, modelled estimate using Health Survey for England 2006-2008 (revised) 16 % aged 16+ 2009/10 17 % adults, modelled estimate using Health Survey for England 2006-2008 (revised) 18 Directly age standardised rate per 100,000 population under 75, 2005-2007 19 Directly age and sex standardised rate per 100,000 population 2009/10 20 Directly age and sex standardised rate per 100,000 population, 2009/10 21 Estimated problem drug users using crack and/or opiates aged 15-64 per 1,000 resident population, 2008/09 22 % of people on GP registers with a recorded diagnosis of diabetes 2009/10 23 Crude rate per 100,000 population 2007-2009 24 Directly age and sex standardised rate for emergency admission 65+, 2009/10 25 Ratio of excess winter deaths (observed winter deaths minus expected deaths based on non-winter deaths) to average non-winter deaths 1.08.06-31.07.09 26 At birth, 2007-2009 27 At birth, 2007-2009 28 Rate per 1,000 live births 2007-2009 29 Per 100,000 population aged 35 +, directly age standardised rate 2007-2009 30 Directly age standardised rate per 100,000 population under 75, 2007-2009 31 Directly age standardised rate per 100,000 population under 75, 2007-2009 32 Rate per 100,000 population 2007-2009

For links to health intelligence support in your area see www.healthprofiles.info More indicator information is available online in The Indicator Guide.

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Doncaster - 10 June 2011

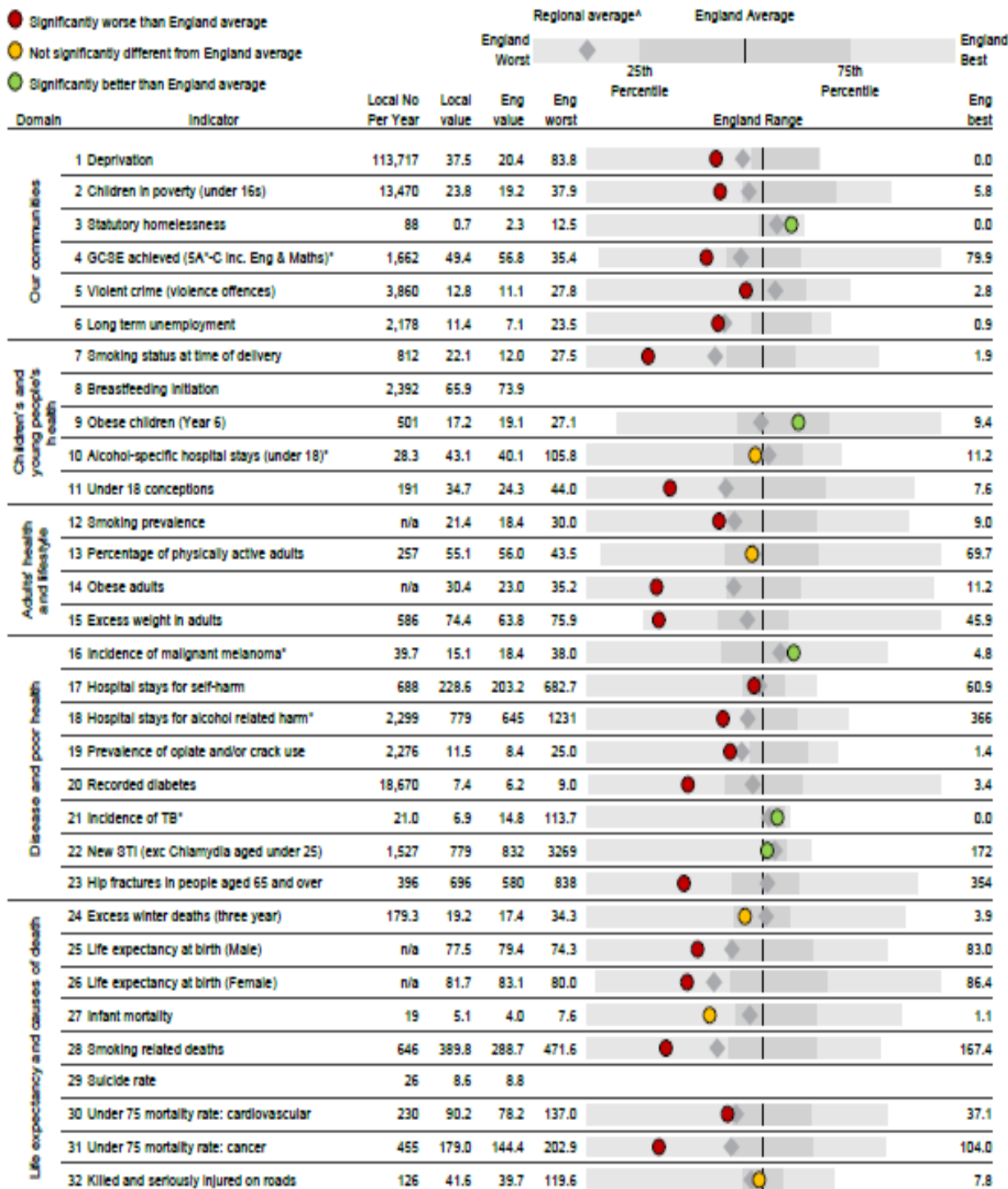
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Appendix 2. Doncaster Health Profile 2015

Health Summary for Doncaster

The chart below shows how the health of people in this area compares with the rest of England. This area's result for each indicator is shown as a circle. The average rate for England is shown by the black line, which is always at the centre of the chart. The range of results for all local areas in England is shown as a grey bar. A red circle means that this area is significantly worse than England for that indicator; however, a green circle may still indicate an important public health problem.



Indicator Notes

1 % people in this area living in 20% most deprived areas in England, 2013 2 % children (under 16) in families receiving means-tested benefits & low income, 2012
3 Crude rate per 1,000 households, 2013/14 4 % key stage 4, 2013/14 5 Recorded violence against the person crimes, crude rate per 1,000 population, 2013/14
6 Crude rate per 1,000 population aged 16-64, 2014 7 % of women who smoke at time of delivery, 2013/14 8 % of all mothers who breastfeed their babies in the first 48hrs after delivery, 2013/14 9 % school children in Year 6 (age 10-11), 2013/14 10 Persons under 18 admitted to hospital due to alcohol-specific conditions, crude rate per 100,000 population, 2011/12 to 2013/14 (pooled) 11 Under-18 conception rate per 1,000 females aged 15-17 (crude rate) 2013 12 % adults aged 18 and over who smoke, 2013
13 % adults achieving at least 150 mins physical activity per week, 2013 14 % adults classified as obese, Active People Survey 2012 15 % adults classified as overweight or obese, Active People Survey 2012 16 Directly age standardised rate per 100,000 population, aged under 75, 2010-12 17 Directly age sex standardised rate per 100,000 population, 2013/14 18 The number of admissions involving an alcohol-related primary diagnosis or an alcohol-related external cause, directly age standardised rate per 100,000 population, 2013/14 19 Estimated users of opiate and/or crack cocaine aged 15-64, crude rate per 1,000 population, 2011/12 20 % people on GP registers with a recorded diagnosis of diabetes 2013/14 21 Crude rate per 100,000 population, 2011-13, local number per year figure is the average count 22 All new STI diagnoses (excluding Chlamydia under age 25), crude rate per 100,000 population, 2013 23 Directly age and sex standardised rate of emergency admissions, per 100,000 population aged 65 and over, 2013/14 24 Ratio of excess winter deaths (observed winter deaths minus expected deaths based on non-winter deaths) to average non-winter deaths 01.08.10-31.07.13, aged 65+ 25, 26, 28 At birth, 2011-13 27 Rate per 1,000 live births, 2011-13 28 Directly age standardised rate per 100,000 population aged 35 and over, 2011-13 29 Directly age standardised mortality rate from suicide and injury of undetermined intent per 100,000 population, 2011-13 30 Directly age standardised rate per 100,000 population aged under 75, 2011-13 31 Directly age standardised rate per 100,000 population aged under 75, 2011-13 32 Rate per 100,000 population, 2011-13

* - indicator has had methodological changes so is not directly comparable with previously released values. ^ "Regional" refers to the former government regions.

More information is available at www.healthprofiles.info

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26th January, 2017

To the Chair and Members of the COUNCIL

CHANGES TO THE ARRANGEMENTS FOR THE APPOINTMENT OF EXTERNAL AUDITORS

EXECUTIVE SUMMARY

1. This report summarises changes to the statutory process for the appointment of external auditors following the ending of the current external audit contract in March 2018. The changes arise because of the abolition of the Audit Commission, which used to appoint external auditors on behalf of councils. There are now various options open to councils with regard to future external auditor appointments.
2. The Audit Committee considered in detail the options available at its meeting on 17 November 2016, and recommends the Council to opt-in to a sector-led procurement option. Under this option the *Public Sector Audit Appointments Ltd*, which is a company incorporated by the Local Government Association (LGA), would appoint an external auditor on behalf of the Council, initially for a period of 5 years commencing in 2018/19.
3. Regulations require that any decision to opt-in to the sector-led alternative has to be made by the Full Council.

RECOMMENDATIONS

4. Members of Full Council are asked:
 - to note the options for appointing external auditors from April 2018 and the advantages and disadvantages of each option
 - to agree the recommendation of the Audit Committee to appoint the Public Sector Audit Appointments Ltd to negotiate and appoint the external auditor for Doncaster Council.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER

5. The external auditor provides independent assurance to the citizens of Doncaster as to whether the Council has made proper arrangements to secure economy, efficiency and effectiveness in its use of resources. The external auditor also provides an audit opinion on the Council's financial statements, confirming to the Public the accuracy and completeness of the statements.

BACKGROUND

6. The Local Audit and Accountability Act 2014 abolished the Audit Commission and established transitional arrangements for the appointment of external auditors for all local government and NHS bodies in England.
7. The Council's current external auditor is KMPG, this appointment having been made under a contract let by the Audit Commission and extended by the Government Department for Communities and Local Government (CLG). Following the final closure of the Audit Commission in March 2015, the management of external audit contracts was transferred by the CLG to the *Public Sector Audit Appointments Ltd* (PSAA), a body set up by the Local Government Association (LGA).
8. The current external audit contract expires on 31 March 2018 and the Council needs to make arrangements for the appointment of its external auditors beyond this date. There are various routes by which an external auditor appointment can be made under the Local Audit and Accountability Act 2014, each with varying risks and opportunities.
9. The Council's external audit fee for 2015/16 was £165,000. The fees reflect discounted rates offered by the auditing firms in return for maintaining a substantial market share. When the contracts were last negotiated nationally by the Audit Commission they covered most NHS and local government bodies and so offered maximum economies of scale.
10. The scope of the external audit will be specified nationally by the National Audit Office. Not all accounting firms will be eligible to compete for the work as they will need to demonstrate that they have the required skills and experience, and be registered with a Registered Supervising Body approved by the Financial Reporting Council. The registration process has not yet commenced, so the number of eligible auditing firms is not known, but it is reasonable to expect that the list will include the top 10 or 12 firms in the country. It is unlikely initially that any small local independent firms will meet the eligibility criteria.

OPTIONS CONSIDERED AND RECOMMENDED OPTION

11. The Council has until December 2017 to appoint its external auditors for 2018/19 onwards. However, the PSAA has stated that councils wishing to use the PSAA to make external audit appointments on their behalf, must advise the PSAA of their intention to do so by 9th March 2017. A decision needs to be made now, therefore, on the Council's preferred route.
12. There are three broad options open to the Council under the Local Audit and Accountability Act 2014:

Option 1 To make a stand-alone appointment

Option 2 Set up a Joint Auditor Panel/local joint procurement arrangements

Option 3 Opt-in to a sector led body Public Sector Audit Appointments Limited (PSAA)

13. **Option 1:** In order to make a stand-alone appointment the Council will need to set up an Auditor Panel. The members of the panel must be wholly or a majority independent members as defined by the Act. Independent members for this purpose are independent appointees, this excludes current and former elected members (or officers) and their close families and friends. This means that elected members will not have a majority input to assessing bids and selecting the auditing firm to carry out the Council's external audit. The new independent auditor panel established by the Council would be responsible for selecting the auditor.

Advantages/benefit

- a) Setting up an auditor panel allows the Council to have some local input to the decision.

Disadvantages/risks

- a) Recruitment and servicing of the Auditor Panel, running the bidding exercise and negotiating the contract is estimated by the Local Government Association to cost in the order of £15,000 plus on going expenses and allowances.
- b) The Council will not be able to take advantage of reduced fees that may be available through joint or national procurement contracts.
- c) The assessment of bids and decision on awarding contracts will be taken by independent appointees and not solely by elected members.

14. **Option 2:** The Act enables the Council to join with other authorities to establish a joint auditor panel. Again this will need to be constituted of wholly or a majority of independent appointees. Further legal advice will be required on the exact constitution of such a panel having regard to the obligations of each Council under the Act, and the Council would need to liaise with other local authorities/public sector bodies to assess the appetite for such an arrangement.

Advantages/benefits

- a) The costs of setting up the panel, running the bidding exercise and negotiating the contract will be shared across a number of authorities.
- b) There is greater opportunity for negotiating some economies of scale by being able to offer a larger combined contract value to the firms.

Disadvantages/risks

- a) The decision making body will be further removed from local input, with potentially no input from elected members where a wholly independent auditor panel is used, or where council membership is very limited, depending on the constitution agreed with the other bodies involved.
 - b) The choice of auditor could be complicated where individual councils have independence issues, for example where an external auditor has recently or is currently carrying out work such as consultancy or advisory work for any council within the collaboration. Where this occurs, some auditors may be prevented from being appointed by the terms of their professional standards and this may reduce the competition for the contract. Additionally, there is a risk that if the joint auditor panel choose a firm that is conflicted for any council within the collaboration then the affected council may still need to make a separate appointment with all the attendant costs and loss of scale economies.
15. Discussions amongst the Sheffield City Region Treasurers has not indicated any preference for this option, which would be likely to mean that the Council would not be acting with its most obvious partners if it were to pursue a joint procurement option.
16. **Option 3:** The PSAA has been approved by the CLG to be a sector-led body for the appointment of external auditors for principal authorities (councils, police and fire bodies). The PSAA has the ability to negotiate contracts with the firms nationally, maximising the opportunities for the most economic and efficient approach to procurement of external audit on behalf of the whole sector. The length of the compulsory appointing period is the 5 consecutive financial years commencing 1 April 2018.

Advantages/benefits

- a) The costs of setting up the appointment arrangements and negotiating fees would be shared across all opt-in authorities.
- b) Auditing firms would be able to offer lower fees than are likely to result from local negotiation, because of the value of the contracts on offer.
- c) Any conflicts at individual authorities would be managed by the PSAA, who would have a number of contracted firms to call upon.
- d) The appointment process would not be made by a locally appointed independent panel. Instead, the PSAA would make appointments reflecting the collective interests of the 'opt-in' authorities. This option is most similar to the long-established and current approach, where appointments were made by the Audit Commission

Disadvantages/risks

- a) Individual members will have less opportunity for involvement in the appointment process other than through the LGA and/or stakeholder representative groups.
- b) In order for the PSAA to be viable and to be placed in the strongest possible negotiating position, the PSAA will need councils to indicate their intention to opt-in before final contract prices are known.

The way forward

- 17. The Council has until December 2017 to make an external auditor appointment to apply from April 2018 onwards. In practical terms, however, the approach to the appointment selected by the Council will determine the future timescale. If either option 1 or 2 is preferred, this needs to be agreed by Spring 2017 in order that the contract negotiation process can be carried out during 2017. In the case of option 3 – the sector-led option – the PSAA has stated that councils wishing to use the PSAA to make external audit appointments on their behalf must advise the PSAA of their intention to do so by 9th March 2017.
- 18. Option 3, the sector-led route, is an *opt-in* alternative. In accordance with Regulation 19 of the Local Audit (Appointing Person) Regulations 2015, any decision to choose the sector-led route must be made by the Full Council. The Audit Committee at its meeting on 17 November 2016 considered the options available to the Council and supported officers' recommendation to adopt the sector-led route.
- 19. The Audit Committee, therefore, recommends the Council to adopt a sector-led approach to the appointment of its external auditors on the basis of the financial benefits anticipated through:
 - a) The PSAA's ability to offer large contract values to firms who would be able to offer better rates and lower fees than are likely to result from local negotiation and
 - b) Removing the costs of setting up and maintaining a local audit panel.

There are also advantages in that conflicts of interest would be managed by the PSAA who would have a number of contracted firms to call upon and that the appointment process would be more independent than by a local panel

- 20. Consultation with neighbouring local authorities has identified a preference by all to choose the sector-led option.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

Outcomes	Implications
<p>All people in Doncaster benefit from a thriving and resilient economy.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	
<p>People live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
<p>People in Doncaster benefit from a high quality built and natural environment.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
<p>All families thrive.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	
<p>Council services are modern and value for money.</p>	<p>Ensuring proper procurement processes are followed and utilising a national Sector Led Body will ensure that best value is obtained through negotiating on the Council's behalf to obtain better rates and lower fees than are likely to result from local negotiation.</p>
<p>Working with our partners we will provide strong leadership and governance.</p>	

RISKS AND ASSUMPTIONS

21. This report presents Members with options available to appoint the Council's external Auditors and the advantages and disadvantages and with these options. Option 3 to appoint PSAA is considered the option most likely to manage risk associated with failing to follow appropriate procurement processes and obtaining value for money within these arrangements.

LEGAL IMPLICATIONS

22. There is a statutory obligation on the Council to appoint an external auditor and this is set out in the Local Audit and Accountability Act 2014.

FINANCIAL IMPLICATIONS

23. The cost of establishing a local or joint Auditor Panel outlined in options 1 and 2 above would need to be estimated and included in the Council's budget for 2017/18 if either of these options was preferred by the Council. This will include the cost of recruiting independent appointees, servicing the panel, running a bidding and tender evaluation process, letting a contract and paying panel members' fees and allowances.
24. The Council's external audit fee for 2015/16 was £165,000.
25. Opting-in to a national sector-led option provides maximum opportunity to limit the extent of any fee increases by entering in to a large scale collective procurement arrangement and would remove the costs of establishing an auditor panel.

HUMAN RESOURCES IMPLICATIONS

26. There are no identified human resources implications arising from this report.

TECHNOLOGY IMPLICATIONS

27. There are no identified technology implications arising from this report.

EQUALITY IMPLICATIONS

28. There are no identified equal opportunity issues within this report.

CONSULTATION

29. Consultation has been carried out with neighbouring local authorities, which identified no appetite for a local appointment process and all authorities intending to use the PSAA.

30. The options were considered in full by the Audit Committee at its meeting on 17 November 2016.
31. The Director of Finance and Corporate Services supports the recommendation being made.

REPORT AUTHORS & CONTRIBUTORS

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BACKGROUND PAPERS

PSAA – Procurement and Appointment of External Auditors

**Steve Mawson
Chief Financial Officer
and Assistant Director of Finance**

**To the Chair and Members
of Council**

ANNUAL PAY POLICY STATEMENT 2017/18

EXECUTIVE SUMMARY

1. Local Authorities are required under section 38(1) of the Localism Act 2011 to prepare an annual Pay Policy Statement. The statement must clearly detail the Council's policy for the pay of the workforce, particularly senior staff and lowest paid employees.
2. There has once again been a positive reduction in the ratios this year between the highest and lowest paid employees. The ratio, known as the pay multiple, is how many times greater the highest salary is compared to the lowest salary. The current ratio between the highest employee salary (Chief Executive) and lowest employee salary (£16,302 living wage spot point) has reduced from 9.36:1 last year to 9.14:1. This means the highest salary is now 9.14 times more than the lowest salary. The ratio between the highest employee salary and average staff salary has reduced from 6.64:1 to 6.24:1.
3. There has been a change in the ratio between the lowest paid and average salaries which has slightly increased from 1.41:1 last year to a ratio of 1.47:1. This increase is as a result of an increase in the average salary as part of the Council's pay structure changes including entitlements to annual increments and pay awards, contributing to the Council's commitment to address low pay.
4. All these changes show a positive trend and reflect a continuing reduction in the difference between the highest and lowest paid in line with the Council's commitment to reduce the pay difference and increase low pay. The Council has been able to achieve further improvement in its pay ratios as a result of adopting the living wage.
5. There is a potential 1% pay award to be implemented from 1st April 2017.
6. The overall number of Chief Officer posts has again reduced this year by 1 from 19 to 18.

EXEMPT REPORT

7. Not applicable.

RECOMMENDATIONS

8. It is recommended that members note the contents of this report and approve the Pay Policy Statement for 2017/18.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

9. Publication of a Pay Policy Statement will aid transparency and provide information that will enable local people to understand the Council's pay provisions.

BACKGROUND

10. In March 2011 the Hutton Review of Fair Pay made several recommendations for promoting pay fairness in the public sector by tackling disparity between the lowest and highest paid.
11. Subsequently the Localism Act 2011 (the Act) placed a requirement on each local authority to prepare and publish a Pay Policy Statement. The provisions of the Act bring together the need for increasing accountability, transparency and fairness in the setting of pay.
12. The provisions of the Act do not apply to the employees of local authority schools and therefore unless they are centrally employed, teaching staff are not within the scope of the policy.
13. Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Act do not seek to change this, or to determine what decisions about pay should be taken, but they do require each local authority to be more open about their own policies in relation to pay and how related decisions are made.
14. Section 40 of the Act requires local authorities to have regard for any guidance published by the Secretary of State when developing their Pay Policy Statement. Currently this includes Communities and Local Government Guidance on Openness and Accountability in Local Pay and the Code of Recommended Practice for Local Authorities on Data Transparency, which asks authorities to consider the way they release data on senior salaries.
15. The Act sets out in detail the specific elements which the Pay Policy Statement must include as a minimum. However, it is open to each authority to determine whether they wish to expand this to cover all employees. A template Pay Policy Statement has been published by Local Government Yorkshire and Humberside Regional Employers (LGYH) which includes the minimum requirements. This template was used as the basis for Doncaster's Pay Policy Statement over the last two years and has been used again for this year.

PROPOSED PAY POLICY STATEMENT

16. The Pay Policy Statement (see attached) is required to be produced annually and considered by Full Council. It is not possible to delegate responsibility for the Policy to another committee.
17. It is proposed that the same format is used for the publication of the Pay Policy Statement this year.
18. The Council decided to meet the information access requirements by publishing the Pay Policy Statement on the Council's website last year. It is proposed to do the same this year.
19. The current and previous salary structure for Heads of Service and Chief Officers is as follows which includes an anticipated pay award of 1% for 17/18:

Grade and Posts	Spinal Column Point	Salary 2016/17	Salary 2017/18 <small>*assuming 1% pay award</small>	Difference
SMG	1	£54,740	Deleted	
(Heads of Service)*	2	£56,742	£57,309	Increase
	3	£58,745	Deleted	
	4	£61,415	£62,029	Increase
CO3	1	£84,435	Deleted	
(Assistant Directors)	2	£88,393	£89,277	Increase
CO1	4	£113,822	Deleted	
(Directors)	5	£117,702	£118,879	Increase
CE1	7	£148,975	Deleted	
(Chief Executive)	8	£156,298	£157,861	Increase

*Heads of Service salaries have been included in the table above for transparency but are not employed under Chief Officer Terms and Conditions of Employment and therefore not designated Chief Officers for the purpose of the Pay Policy Statement.

22. The current ratio between the highest employee salary (Chief Executive) and lowest employee salary (£16,302 living wage spot point) has reduced from 9.36:1 last year to 9.14:1. This means the highest salary is now 9.14 times more than the lowest salary. Benchmarking will be undertaken before the start of the financial year once all results are published, against a number of local authorities in the Yorkshire and Humber region. These results will be published on the Council's website. Comparisons with last year's published data are shown at appendix 1 which shows the Council's pay ratio is the second lowest in the region.
23. The ratio between Doncaster's highest and average salaries is 6.24:1. The ratio between the highest salary and the median salary has been calculated at 7.77:1. The ratio between Doncaster's lowest and average salaries has again increased slightly from 1.41 to 1 last year to 1.47 to 1.

- 24 The average salary has increased by 6.38% in line with the Council's commitment to reduce the pay difference and increase low pay.

OPTIONS CONSIDERED

25. The requirement for the Council to prepare and publish a Pay Policy Statement is a requirement of the Localism Act 2011 and therefore there are considered to be no other options. There is a prescribed minimum requirement that the Pay Policy Statement must contain, individual local authorities can exercise the option to expand it.

REASONS FOR RECOMMENDED OPTION

26. The Localism Act requires that a local authority Pay Policy Statement must be approved by Full Council and the responsibility cannot be devolved to another committee. The recommended option will ensure that the Council meets the minimum requirements as laid out in the Localism Act 2011.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

27.

	Outcomes	Implications
	Council services are modern and value for money.	Publication of a Pay Policy Statement will aid transparency and provide information that will enable local people to understand the Council's Pay Provisions.
	Working with our partners we will provide strong leadership and governance.	

RISKS AND ASSUMPTIONS

28. Under the requirements of the Localism Act the Council has to have a Pay Policy Statement that meets minimum required levels. It is proposed that Doncaster's policy statement for 2017/18 will contain the minimum requirements in relation to the employees to be covered which will ensure a standard framework is in place which will reduce the risk of inconsistency and potential legal challenge.

LEGAL IMPLICATIONS

29. Sections 38-43 Localism Act 2011 set out the requirements that a Local Authority must publish an annual pay policy statement setting out the Authority's policies relating to the remuneration of its Chief Officers, its lowest paid employees and the relationship between the remuneration of the Chief Officers and other employees. It is up to the Authority to define who its lowest paid employees are. It must also include (a) the level and elements of remuneration for each Chief Officer, (b) remuneration of Chief Officers on recruitment, (c) increases and additions to remuneration for each Chief Officer, (d) the use of performance-related pay for Chief Officers, (e) the use of bonuses for

Chief Officers, (f) the approach to the payment of Chief Officers on their ceasing to hold office under or to be employed by the authority, and (g) the publication of and access to information relating to remuneration of Chief Officers.

30. Section 40 requires Authorities to have regard to the guidance for pay policy statements as published by central government.
31. The Authority's Pay Policy Statement must be approved by a resolution of the Authority before it comes into force and the statement must be prepared and approved before the end of 31 March 2017 and each year thereafter. Amendments may be made within each year by the passing of a resolution.
32. Once approved it must be published as the Authority sees fit and further pay determinations must be made in accordance with the policy.

FINANCIAL IMPLICATIONS

33. There are no direct financial implications as a result of the recommendation in this report. The report details the current pay arrangements which have been factored into the budget for 2017/18. All staff pay must be funded from the Council's resources and budgeted accordingly.

HUMAN RESOURCE IMPLICATIONS

34. There are no direct human resource implications as a result of the recommendations in this report, although all affected post-holders have been consulted on the requirement for the information being published.

TECHNOLOGY IMPLICATIONS

35. There are no direct technology implications as a result of the recommendations in this report.

EQUALITY IMPLICATIONS

36. The Council has given due regard to equalities requirements in its pay provisions. It does comply with equalities legislation, particularly that relating to equal pay. The Council's commitment to eliminate low pay will also have a positive impact on low paid employees who are predominately female.

CONSULTATION

37. Consultation with appropriate Council officers on the format of the Pay Policy Statement has been undertaken. Consultation with trade union representatives will be completed prior to the Pay Policy Statement being considered by Council.

This report has significant implications in terms of the following:

Procurement		Crime & Disorder	
Human Resources	✓	Human Rights & Equalities	
Buildings, Land and Occupiers		Environment & Sustainability	
ICT		Capital Programme	

BACKGROUND PAPERS

CLG Draft Guidance: Openness and Accountability in Local Pay
 CLG Code of Recommended Practice for Local Authorities on Data
 Transparency
 Hutton Review of Fair Pay in the Public Sector
 Localism Act 2011
 Report to Council 3rd March 2015 entitled Annual Pay Policy Statement
 2015/16

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Director of Finance and Corporate Services

Doncaster Council - Statement of Pay Policy for the Period 1 April 2017 to 31 March 2018

Introduction

Sections 38 – 43 of the Localism Act 2011 require that the authority produce a policy statement that covers a number of matters concerning the pay of the authority's staff, principally Chief Officers. This policy statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act. This policy was considered and approved by Full Council at the Council meeting which took place on 26th January 2017.

This policy also has some connection with the data on pay and rewards for staff which the authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

It should be noted that the requirements to publish data under the Secretary of State guidance, the Code of Practice and the Regulations do differ. The data requirements of the Code of Practice and the Accounts and Audit Regulations are summarised at Annex A to this policy statement. This policy statement does not cover or include school staff and is not required to do so.

Definition of officers covered by the Pay Policy Statement

This policy statement covers the following posts:

1. Head of the Paid Service, which in this authority is the post of:
 - i) Chief Executive

2. Statutory Chief Officers, which in this authority are the posts of:
 - i) Director of Learning and Opportunities: Children and Young People
 - ii) Director of Adults, Health and Wellbeing
 - iii) Chief Financial Officer & Assistant Director of Finance
 - iv) Assistant Director of Legal and Democratic Services
 - v) Director of Public Health

3. Non-statutory Chief Officers, (those who report directly to the Head of the Paid Service) which in this authority are the posts of:
 - i) Director of Regeneration and Environment
 - ii) Director of Finance and Corporate Services
 - iii) Assistant Director HR, Communications and Executive Office
 - iv) Assistant Director Strategy and Performance

4. Deputy Chief Officers, (those who report directly to a non-statutory or statutory Chief Officer) which in this authority are the posts of:
- i) Assistant Director Commissioning and Business Development (Learning and Opportunities)
 - ii) Assistant Director Partnership and Operational Delivery (Learning and Opportunities)
 - iii) Assistant Director Adults Social Care
 - iv) Assistant Director Communities
 - v) Chief Financial Officer & Assistant Director of Finance
 - vi) Assistant Director Customers, Digital and ICT
 - vii) Assistant Director Human Resources, Communications and Executive Office (also reports to Director of Finance and Corporate Services)
 - viii) Assistant Director Development
 - ix) Assistant Director Environment
 - x) Assistant Director Trading Services and Assets
 - xi) Head of Strategic Development and Partnerships (Legal)*
 - xii) Head of People and Communities (Legal)*
 - xiii) Interim Director of Improvement (Adults, Health and Wellbeing)
 - iv) Interim Assistant Director of Contracts and Commissioning (Adults, Health and Wellbeing)

* These posts are included in this list as they report to a statutory chief officer, but are not chief officers.

Policy on remunerating Chief Officers

The authority's policy on remunerating Chief Officers is set out on the schedule that is attached to this policy statement at Annex B. It is the policy of this authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question at the relevant time. Details are also given within Annex B of Chief Officers who receive payments under a contract for services.

Policy on publishing salaries

The authority is required to publish Chief Officer salaries on an annual basis as part of the Statement of Accounts which are available on the Council's website (www.doncaster.gov.uk).

The authority is also required to disclose salaries over £58,200 (Annex A).

Policy on remunerating the lowest paid in the workforce

The authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are then

incorporated into contracts of employment. The lowest pay point in this authority is Living Wage spot salary point; this relates to an annual salary of £16,302 (from 1st April 2017 assuming 1% national annual pay award) and can be expressed as an hourly rate of pay of £8.45. This follows the authority's decision to adopt and retain the current Living Wage rate and from changes to terms and conditions of employment by collective agreement.

This pay point and salary was originally determined by the authority as part of a pay scale for employees employed on Local Government Services Terms and Conditions on 1 April 2009 and had been applied since that date. The pay rate was increased in accordance with any pay settlements which were reached through the National Joint Council for Local Government Services. With effect from 1 April 2016, this pay point was re-determined by the authority as a spot salary pay point when it adopted the Living Wage rate. This pay rate will now be increased in accordance with the Living Wage annual increases determined each November, but applied to pay with effect from 1 April the following year.

Policy on the relationship between Chief Officer remuneration and that of other staff

The highest paid employee salary in this authority is £149,000 which is paid to the Chief Executive. Although this is within the salary band for the Chief Executive post (up to £157,861), the current post holder opted to receive a spot salary rate of £149,000.

The ratio between the highest and lowest salaries is 9.14:1

The average mean salary in this authority (not including schools) is £23,886.

The ratio between the two salaries, the 'pay multiple' is 6.23:1

The median pay multiple is 7.77:1.

The Hutton Review considered that the multiple should be no greater than 20:1 and the Council falls well below this threshold.

This authority has a clear commitment to maintain or improve pay multiples as it 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 authority as expressed in this policy statement. The authority's approach to the payment of other staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay. The authority continues to take local positive action to address low pay and has demonstrated this by the adoption of the national living wage.

Policy on other aspects of Chief Officer remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this policy statement. These other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency, re-employment when in receipt of an LGPS pension or a redundancy/severance payment and pension legislation. These matters are addressed in the schedule attached to this policy statement at Annex C.

Approval of Salary Packages in excess of £100k

The salary structure for Chief Officers from 1st April 2017 is as follows:

Grade and Posts	Spinal Column Point	Salary (assumes 1% national annual pay award)
CO3 (Assistant Directors)	1	Deleted
	2	£89,277
CO1 (Directors)	4	Deleted
	5	£118,879
CE1 (Chief Executive)	7	Deleted
	8	£157,861

New Chief Officers will be appointed onto the grade and spinal column point that is appropriate to the post. Any new Chief Officer posts that are intended to be graded outside the range of this grading structure will be presented to Full Council for approval.

Flexibility to address recruitment issues for vacant posts

In the vast majority of circumstances the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

Amendments to the policy

It is anticipated that this policy will not need to be amended during the period it covers (April 2017 – end March 2018), however if circumstances dictate that a change of policy is considered to be appropriate during the year then any amendments will be included in the following year's statement presented to Full Council.

Policy for future years

This policy statement 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 authority prior to the start of each financial year.

Original Approved:

First Edition Adopted: 01 April 2012

This Edition: 01 April 2017

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Pay Policy Statement – Annex A

The Secretary of State for Communities and Local Government Code of Recommended Practice for Local Authorities on Data Transparency indicates that local authorities should publish the following data concerning staff:

- Salaries, names (with an option for individuals to refuse to consent to this), job descriptions, responsibilities, budgets (including overall salary cost of staff reporting), and numbers of staff for all staff in receipt of a salary of more than £58,200.
- An organisational chart of the staff structure of the authority including salary bands and details of currently vacant posts
- The 'pay multiple' – the ratio between the highest paid salary and the median average salary of the whole authority workforce

The Accounts and Audit Regulations 2015 require that the following data is included in the authority's accounts:

- Numbers only of employees with a salary above £50k per annum (pro-rata for part-time staff) in multiples of £5k
- Job title, remuneration and employer pension contributions for senior officers. Senior officers are defined as Head of Paid Service, Statutory Chief Officers and Non-Statutory Chief Officers by reference to Section 2 of the 1989 Local Government & Housing Act.
- Names of employees paid over £150k per annum

For the above, remuneration is to include:

- Salary, fees or allowances for the current and previous year
- Bonuses paid or receivable for the current and previous year
- Expenses paid in the previous year
- Compensation for loss of employment paid to or receivable, or payments made in connection with loss of employment
- Total estimated value of non-cash benefits that are emoluments of the person

For the above pension contributions to include:

- The amount driven by the authority's set employer contribution rate
- Employer costs incurred relating to any increased membership or award of additional pension

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Annex B – Policy on Remunerating Chief Officer

Post	Base Salary p.a. to nearest £1k	Expenses	Bonuses	PRP	Earn-Back	Honoraria	Ex-Gratia Payment	Election Fees	Joint Authority Duties	Severance Arrangements
Chief Executive	£149k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are a normal part of the salary for local elections. Additional payment for other national elections are paid at the nationally agreed rate depending upon the type of election	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Director of Learning and Opportunities (Children and Young People)	£120k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18
Director of Adults, Health & Wellbeing (Interim)	220 days @ £930 (daily rate of £775 plus £155 per day agency fee)*	Expenses are included within the daily rate	There are no other payments under this contract for service							There is no entitlement to redundancy or early retirement under this contract for service.

*Equivalent to Directors salary including on-costs = £150k with additional £20k which includes the individual's responsibility to pay for own expenses, annual leave, sickness and continued professional development/subscription fees (which the employer would normally meet).

Director of Finance and Corporate Services	£96k (0.8 Full Time Equivalent)	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Legal and Democratic Services	£89k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Director of Regeneration and Environment	£120k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18

Director of Public Health	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses.	The transferred NHS conditions allow the postholder to apply for a national clinical excellence award. A level 3 award of £8,871 was made. This is not paid for by the Council	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance.	Honoraria payments for any increased duties and responsibilities do not apply	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Learning and Achievement	Post has been deleted									The authority's normal policies regarding redundancy and early retirement applied to the postholder. A payment of £57k was made in the previous year to the previous postholder.
Assistant Director Partnership and Operational Delivery	£89k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated

										for 2017/18
Assistant Director Commissioning and Business Development	£85k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Adult Social Care	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Modernisation and Commissioning	Post Deleted									The authority's normal policies regarding redundancy and early retirement applied to the postholder. A payment of 10.5K was made in the previous year

										to the previous postholder
Assistant Director Communities	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Director of Improvement (temporary) Adults, Health and Well Being	220 days @ £500 per day	Expenses are included within the daily rate	There are no other payments under this contract for services							There is no entitlement to redundancy or early retirement under this contract for service

Interim AD Contracts and Commissioning	220days@ £802 per day	Expenses are included within the daily rate	There are no other payments under this contract for services							There is no entitlement to redundancy or early retirement under this contract for service
Chief Financial Officer & Assistant Director of Finance	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculating in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director of Customers, Digital & ICT	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculating in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.

Assistant Director Human Resources, Communications & Executive Office	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Development	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Environment	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.

Assistant Director Trading Services and Assets	£91k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.
Assistant Director Strategy and Performance	£89k	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	The terms of the contract of employment do not provide for PRP	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities may apply in exceptional circumstances and would be calculated in line with normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are in accordance with normal authority procedures	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2017/18.

Annex C – Other aspects of Chief Officer Remuneration

Aspect of Chief Officer Remuneration	Authority Policy
Recruitment	The post will be advertised and appointed to a salary within the range of the salaries approved 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 authority's policy and any variation will be approved through the appropriate authority decision making process.
Pay Increases	The authority 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 authority 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.
Additions To Pay	The authority would not make additional payments beyond those specified in the contract of employment.
Performance Related Pay	The authority 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 rigorously.
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 authority does not pay any bonus payments.
Termination Payments	The authority applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The authority also applies the appropriate Pensions regulations when they apply. The authority has agreed policies in place on how it will apply

Annex C – Other aspects of Chief Officer Remuneration

	any discretionary powers it has under Pensions regulations. Any costs that are incurred by the authority regarding senior officers are published in the authority accounts as required under the Accounts and Audit Regulations 2015.
Transparency	The authority 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.
Re-employment of staff in receipt of an LGPS Pension or a redundancy/severance payment	<p>The authority is under a statutory duty 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.</p> <p>However, where any employee (applies to all employees not just Chief Officers) is granted VER and is therefore in receipt of their pension benefits he/she will not be re-engaged at any time in any paid form of employment with the authority. Where any employee (applies to all employees not just Chief Officers) is granted VR he/she will not be re-engaged with the authority for a period of 12 months from the date of termination. These criteria do not apply where any employee is made compulsory redundant. The provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments will be applied in circumstances where it is relevant. Pension Regulations contain provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.</p>
Public Sector Exit Payment and Recovery Regulations 2016	These Regulations covering redundancy and pension exit payments were due to come into force in 2016 but Government Implementation Guidance was delayed and changes are therefore expected to change this year. There will be a need to report back to Full Council on how these regulations will be managed in future once legislation has been approved and implemented.

COUNCIL COMPARISON
PUBLISHED 2016/17 PAY RATIO DATA

Rank	Council	Council Type	Population*	Highest Salary	Lowest Salary	Ratio **	Living Wage*** National (N) Foundation (F) Local(L)
1	Doncaster Metropolitan Borough	Met	286,866*	149,000	15,917	9.36	F
2	York City	City	181,094	130,000	15,917	8.17	F
3	Calderdale Metropolitan Borough	Met	192,405	137,000	13,614	10.06	F
4	Barnsley Metropolitan Borough	Met	218,063	153,285	13,614	11.26	F
5	Hull City	Unitary	243,589	160,000	13,614	11.75	F
6	Sheffield City	City	513,234	184,588	13,614	13.56	F
7	Rotherham Metropolitan Borough	Met	248,175	160,000	15,202	10.52	L-£7.85
8	North Yorkshire County	County	569,660	170,000	13,500	12.60	N
9	East Riding	Unitary	314,113	170,067	13,715	12.40	N
10	Lincolnshire County	County	646,645	174,958	13,449	13.01	N
11	Bradford Metropolitan Borough	Met	467,665	178,476	13,500	13.22	L- £7.80
12	Leeds City	City	715,402	185,650	®15,454	12.01	F
13	Wakefield Metropolitan Borough	Met	315,172	184,410	13,614	13.55	L

®2015/16 figure

*Population figures sourced from <http://openlylocal.com/councils/all> and are based on 2011 census data. Doncaster population has now increased to 304,813.

**It should be noted that current published data may change when authorities publish their 2017/18 pay policy as more authorities implement the recent pay rise and adopt the living wage.

*** Position based on available data at 10/01/2017

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26th January, 2017

To the Chair and Members of the Council

OVERVIEW AND SCRUTINY UPDATE AND PROGRESS REPORT JUNE TO DECEMBER, 2016

EXECUTIVE SUMMARY

1. This report updates Members on the work of the Overview and Scrutiny Management Committee (OSMC) and the four standing Overview and Scrutiny Panels for the period June to December, 2016.

EXEMPT REPORT

2. Not exempt.

RECOMMENDATIONS

3. That Council note and comment on the work of the OSMC and the four standing Scrutiny Panels for the period June to December, 2016.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

4. Reviewing the activities of Overview and Scrutiny provides an opportunity to demonstrate to the public how the function has contributed to decision making and the improvement of services.

BACKGROUND

5. This report includes a summary of some of the key work undertaken by Overview and Scrutiny during the current municipal year. The activities of OSMC and the standing Panels include holding decision makers to account, performance review, policy review and development and external scrutiny. Work plans are agreed early in the year and reviewed at each meeting to track progress and ensure they take account of emerging issues and future key decisions.
6. The membership of OSMC includes the Chairs of standing Panels to ensure greater co-ordination of activity. The Committee meets approximately once a month to consider performance, pre-decision scrutiny, review of decisions and outcome reviews submitted by the Panels.
7. OSMC agrees, manages and co-ordinates the work plans for the standing Panels who undertake a small number of in-depth reviews on important issues.

8. The Overview and Scrutiny Panels are: -
- **Children and Young People's Panel (CYP)** – considers issues relating to improved outcomes for Children and Young People including Learning and Opportunities Children and Young People Directorate, the Children's Trust and other areas undertaken by partners;
 - **Regeneration and Housing (R and H)** – considers issues relating to regeneration, economic development, strategic transport and Housing;
 - **Community and Environment (C and E)** – considers neighbourhood issues, street scene and highways, community safety as well as environmental issues, and
 - **Health and Adult Social Care (HASC)** – considers issues that fall within the remit of Public Health Directorate, Adult social Care and wider health issues.
9. The Overview and Scrutiny Chairs and Vice Chairs continue to meet regularly with the Mayor and respective Cabinet Members to ensure they are kept up to date with relevant portfolio issues and support the effective management of Scrutiny work plans.

Summary of Overview and Scrutiny Activities:

10. The following identifies some of the key work undertaken by OSMC and the Panels between June and December 2016.

Overview and Scrutiny Management Committee

11. Finance and Performance - The Committee has continued to consider the quarterly Finance and Performance reports focusing on how key areas of overspend and underperformance are being addressed. Question planning sessions are used prior to these meetings to ensure there is a more systematic approach to identifying and focusing on key areas of concern. Directors are also invited to respond to questions relating to their service areas. Some of the areas considered by the Committee have included:-
- Adult Transformation Programme – 7 key major immediate business improvement projects to drive service improvement, for example, proportion of people using social care who receive direct payments;
 - Proportion of people who access direct payments;
 - Permanent admissions to residential and nursing care homes;
 - Percentage of children's case file audits.
 - Percentage of Care Leavers in Employment, Training and Education;

- Number of Apprenticeships completing a level 3 or above qualification as part of the Council's internal apprenticeship programme;
 - St Leger Homes of Doncaster - scheduled repairs % of premises kept was near its target (SLHD);
 - Days lost to sickness (within individual Directorates/SLHD);
 - Overspends and pressures on services; and
 - Progress on Digital Council – later received as an individual item.
12. This process demonstrates transparency and supports public accountability and understanding of how the Council seeks to improve service delivery and value for money.
 13. Pre-decision Scrutiny – This provides an opportunity for Scrutiny to feed its comments to the Executive to support future decision making. For example, the Committee considered the Adults Health and Well-being Transformation Commissioning Care and Support at Home scheme prior to it being considered by Cabinet. The Committee supported the recommendations and stressed that changes were required to the current system but questioned areas relating to consultation, and providers of future care and community support. The HASC Panel will review the progress and impact of this decision as the service changes are implemented.
 14. Policy Framework - Core Annual 'Define and Deliver Cycle' – Members supported the proposed annual report on the State of the Borough being presented to Full Council by the end of August each year, by considering how the Council could improve service planning and management of strategic risks and how they fit with key priorities and budget setting. The Committee also welcomed the opportunity to support this cycle by ensuring its work programme could be informed by the process and help focus on identifying and reducing gaps in the Council's knowledge.
 15. The Committee also gave consideration to and forwarded recommendations to the Executive on a number of policy framework documents such as the Youth Justice Plan and the Corporate Plan.
 16. When considering the Corporate Plan 16-17 refresh, the Committee supported the Outcomes and Objectives and put forward comments for the Cabinet to consider on this and wider issues. These included, the quality of commentary explaining the number of apprenticeships provided by the Council; the importance of education in reducing child poverty; and the quality of grass cutting across the Borough.

17. Budget - The Committee began its review of the Mayor's Budget Proposals in December with a view to making its final response on 19th January, 2017. Directors and the Executive will be invited to future sessions to respond to questions asked as part of the Committee's evidence gathering. OSMC takes a holistic view of the proposals with a view to providing a commentary on extent to which the proposals are evidence based, support corporate and Borough wide priorities, and capacity and risks around deliverability and implementation.
18. Holding To Account – To gain a greater understanding of the effectiveness of Council and multi-agency co-ordinated activities, the Committee received its annual update on the Troubled Families Programme by way of a report and presentation. A specific area of consideration included actions that had been put in place to support Children attaining excellent attendance at school;
19. Digital Council - Members also considered the position statement addressing achievements and areas for completion, including transforming the remaining appropriate services on-line and further reducing the Council's operating budget by at least 1.9 million a year through further streamlining and automating business processes. The Committee supported the importance of operating as a modern digital authority and the need for Directorates' commitment to ensure full compliance.
20. Call-In - The following decision was called in at an extraordinary meeting of OSMC:
 - Disposal of Housing Revenue Account (HRA) Land at Goodison Boulevard, Cantley, and the Acquisition of Gattison House and Plantation View.
21. OSMC gave consideration to the reasons for calling-in the decision and received evidence from officers and the Executive and on this occasion agreed to take no action in respect of the Called In decision but requested that:
 - All Ward Members receive updates regarding section 106 money for their ward area on an annual basis and are provided with clarification of the specification it was originally designed for; and
 - All relevant Ward Members be consulted on the developments relating to this specific decision.
22. The Decision made by Cabinet was implemented however, a response is due relating to the above points in early 2017 from the Executive. The Call-In process is one of the methods in which Scrutiny Members can publicly hold decision makers to account seeking responses and explanation on areas where they believe there has been a deficiency in the decision making process.

23. Future areas for consideration include:

- Children's Trust Recovery Plan
- Equalities Action Plan
- Devolution

Health and Adult Social Care Panel

24. This Panel holds scheduled meetings to ensure it effectively discharges the Council's Health Scrutiny role. There are many changes being made to a number of areas in the Panel's remit. To ensure Members are aware of changes in provision across communities and to aid and assist residents understanding of these issues there has been a focus on the Council's Transformation Programme, health inequalities and changes to current service for Intermediate Care.
25. Representatives from NHS Clinical Commissioning Group have attended the Panel on a number of occasions to present on the following areas, respond to questions and receive feedback on the proposals outlined. Members held a detailed debate to gain a good understanding of issues that will have an effect on their communities to ensure the correct support can be provided to people most in need. The Panel has requested further reports as this will ensure progress can be monitored and those responsible for implementation be held to account.
26. Sustainability and Transformation Plan – The South Yorkshire and Bassetlaw Sustainability and Transformation Plan (STP) is the local approach to delivering the national plan called the Five Year Forward View. Published in 2014, it sets out a vision of a better NHS, the steps to get there, and how everyone involved needs to work together. The Panel has fed into this process through its consideration of this issue.
27. Place Plan - The Doncaster Health and Social Care Community has a long history of working together in partnership to achieve positive change for local people. However, there is a strong view that in order to transform services to the degree needed to achieve excellent, sustainable services in Doncaster now require one shared vision and plan for the whole of Doncaster. Key leaders across health and social care in Doncaster have come together over the summer of 2016 to develop the Doncaster Place Plan. The Place Plan is also set in the context of the wider South Yorkshire and Bassetlaw Sustainability and Transformation Plan (STP). The Place Plan, the STP and other local plans will in totality address the challenges that we face as a health and social care community.

28. Intermediate Care – Changes to current service – NHS Doncaster Clinical Commissioning (CCG) and the Council have been working together to improve care and support services in Doncaster. Local Intermediate Care services have evolved over time with funding from a number of sources. Although individual services and providers have reported good outcomes, no single organisation has had a comprehensive overview of how the care system works together as a whole. To better understand this, the Intermediate Care Review was initiated in June 2014, led by the Intermediate Care Team based within the CCG. Intermediate Care describes short-term services that support older people or those with long term-conditions to stay at home safely when they are unwell, or need help to regain their independence after a stay in hospital. Following extensive research work will be undertaken with providers to design a new Intermediate Care service model for Doncaster.

29. Following the Panel's second discussion around the proposals, the Panel recommended the following, a response is due early 2017;

1. That the whole of Team Doncaster embraces Health Inequalities as a priority

In regards to health inequalities, it was recognised that some gaps were widening. It was believed that there was a tendency for health inequalities to be seen as a health system responsibility when certain areas fall outside of it. Opinions were expressed that no one should get left behind or slip through services.

2. That consideration be given to ensuring that engagement strands across health and Team Doncaster are effectively pulled together

It was recognised that engagement work needed to link with Team Doncaster and also to look at new ways of engaging with the public and particularly those individuals with complex needs. Members were assured that experts would be engaged and more would be undertaken to ensure a consistent and joined up approach to delivery using a range of methods.

Regional Health Scrutiny Working

30. The Chair has been part of the Commissioning Working Together (CCG) Joint Regional Scrutiny addressing substantial variation to hyper acute stroke services across South Yorkshire and Non-Specialised Children's Surgery and anaesthesia. To date there has been three

meetings and Doncaster hosted and chaired the meeting where the Committee recommended that consultation be extended to 20th January, 2017 to ensure people had opportunity to comment after the Christmas period. Concern was expressed that the consultation could be overlooked during December. This recommendation was accepted by the CCG.

31. Future areas for consideration include:

- CWT Joint Scrutiny final proposals
- Public Health Protection Responsibilities
- Mental Health (within Children's Services) – as a joint meeting with the Children and Young People Overview and Scrutiny Panel

Regeneration and Housing Scrutiny Panel

32. An update on the Housing review and the Place Marketing review undertaken by the Panel last year has been considered. It was reported that recommendations from the Place Marketing review were accepted. This included ensuring Estate Agents were taken on the Borough Tour. The Impact from this has been very positive and proved successful in helping businesses understanding of the wider opportunities and advantages that exist within the borough. Ultimately it is hoped this change in perception will help encourage future inward investment.

33. Economic Plan – Consideration was given to the item, particularly the potential impact pre and post Brexit. Due to the current national landscape which has an impact on the local region, the Panel will consider the Plan further once there is a clearer direction and understanding of the wider implications. It was acknowledged that work on improving the future of the local economy would not cease following Brexit.

34. Homelessness – and what is being done to address the position in Doncaster. It was found that one of the current challenges is collating information on the numbers of homeless people across the Borough and the percentage of take up on offers of accommodation. It was reported that Wharf House (which provides accommodation and support to homeless people) was full but other commissioned services were not. Support was given to partners who work with homeless people and it was noted that some individual's who sleep rough will only seek accommodation when temperatures go below freezing. This was a good time for partners to work with people that they may never have the opportunity to engage with or help. It was reported that Doncaster provides a range of services for those sleeping rough and homeless individual from other areas may seek to relocate to

Doncaster to access these, as they may not be available in their own area. The Panel was also given a full position statement in respect of the Council and its partners support and response to people who had located on the former Civic Theatre Site known as “Tent City”.

35. Councillors were of the opinion that their role was to address homelessness at a strategic level to ensure strategy is directed to the correct place.
36. Future areas for consideration include:
 - Further work on the Economic Plan Refresh
 - Homelessness Strategy

Children and Young People Scrutiny Panel

37. The Panel did not undertake a review this year but has focused its work on a range of issues including the Inspections Framework for Special Educational Needs and School Results. Members considered the key threads running through the Education White Paper for an increasingly school-led system, enabling Members to develop their knowledge and understand when considering future education items.
38. Members were also provided with an overview of outcomes from recent external evaluation including an LGA Peer Review - Ofsted Monitoring Visit and the recent Review of Early Help - DfE Achieving for Children.
39. Doncaster Children’s Trust – The Trust’s Chief Executive and senior officers have attended on a quarterly basis where Members considered a split screen report. As the Trust is accountable to both the Council and the Secretary of State there needed to be a system where reporting of activities and key measures of progress were focused, avoided duplication and added value. It was agreed that a split screen approach report in two phases be provided to meetings. The first phase would hold the Council to account for its monitoring of the Trust against the service delivery contract and the second phase would provide an invite to the Trust to respond to the specific performance issues which the Council report had raised.
40. The Chair of the Children’s Safeguarding Board - presented the Board’s Annual report and responded to key assurance questions that sought to understand the progress, impact, robustness of governance arrangements. He also provided an update on Child Sexual Exploitation (CSE), ensuring that this is being effectively addressed in Doncaster. An update on the Performance Account Board (PAB) was also provided to the Panel.

41. Future areas for consideration include:

- Children's Trust,
- Education and Skills Commission;
- Effectiveness of Pupil Premium across Doncaster;
- A future meeting of the Panel has been rearranged to accommodate attendance from members of the Youth Council to provide an opportunity to introduce themselves to the Panel and outline the areas they are involved with;
- Children's Trust Annual Report (provisional)
- Exam Results (and update on actions from Education and Skills Commission);

Community and Environment Panel

42. Domestic Abuse – As its main focus, the Panel undertook an in-depth review of Domestic Abuse. The purpose was to assess if there had been any impacts on the service following its previous review in 2014. The Panel has held a number of review meetings, including one which took place over a full day and presented the Panel with the opportunity to contribute to the Domestic Abuse Strategy. This was attended by Officers from the Council and partners. A further session involved a meeting with two victims of Domestic Abuse listening to their stories and finding out more about their experiences of the process and the impact this has had on them. In addition to this there was also a site visit to a refuge and attendance at a national Domestic Abuse seminar. Further meetings are scheduled to take place to receive additional evidence and finalise recommendations. Once the recommendations have been produced, they will be forwarded to the Executive as a separate source of evidence to support the Domestic Abuse Strategy.

43. Isle of Axholme Strategy - The Panel met with Members of the Executive and a number of key partners including representatives from Internal Drainage Boards to consider this issue. The Isle of Axholme Strategy provided details of future water level management and risks across specific areas of the Borough including residential and commercial properties, critical infrastructure and agricultural land.

44. Future areas for consideration include:

- Voluntary/Community Strategy – update and impacts of the new grant scheme; and
- Acting in its capacity as the **Crime and Disorder Committee**, the Panel is scheduled to meet in February 2017 to consider a Performance against key priorities, hate crime figures pre and post Brexit, anti-social behaviour figures and effectiveness of the Police none emergency 101 number as a means of gathering intelligence; and Community Safety Strategy and Fly tipping (enforcement).

OPTIONS CONSIDERED

45. There are no other specific options in relation to the issues covered by this report. The Constitution requires OSMC to report to Council at least twice per year to ensure there is accountability and transparency in the way in which Overview and Scrutiny undertakes its work.

REASONS FOR RECOMMENDED OPTION

46. This report provides an opportunity for Council to consider the activities of OSMC and the standing Panels.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

47. The work of Overview and Scrutiny has the potential to have an impact on all the Council's key objectives.

RISKS AND ASSUMPTIONS

48. There are no specific risks associated with this report. Providing an update report to Council provides an opportunity for Members to consider if there are any aspects of the Overview and Scrutiny function that need to be further considered or reviewed.

LEGAL IMPLICATIONS

49. There are no specific legal implications relating to this report. Legislation requires the Council to have a least one Committee responsible for the Council's Overview and Scrutiny function. The Council should also ensure it has provision to undertake Health Scrutiny and Scrutiny of the local Crime and Disorder Partnership.
50. The Constitution requires OSMC to report to Council at least twice per year to ensure there is accountability and transparency of its activities. Specific legal implications and advice will be given within any reports when Overview and Scrutiny have received them as items for consideration.

FINANCIAL IMPLICATIONS

51. There are no specific financial implications relating to the recommendations in this report. Any relevant financial implications are included when reports are presented to Overview and Scrutiny for consideration.

HUMAN RESOURCES IMPLICATIONS

52. There are no human resource implications relating to the recommendations in this report.

TECHNOLOGY IMPLICATIONS

53. There are no technological implications relating to the recommendations in this report.

EQUALITY IMPLICATIONS

54. There are no specific equality issues associated with this report. Equality issues are considered by Overview and Scrutiny when it considers individual work plan issues.

CONSULTATION

55. The Chairs of OSMC and Scrutiny Panels have been consulted in respect of feedback on the progress against work plans.

BACKGROUND PAPERS

56. Overview and Scrutiny Work Plan 2016/17 and minutes of Overview and Scrutiny meetings.

REPORT AUTHOR & CONTRIBUTORS

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Simon Wiles
Director Finance and Corporate Services

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POLICE AND CRIME PANEL
Friday 28 October 2016

Present:-

Barnsley MBC

Councillor R. Frost

Councillor D. Griffin

Doncaster MBC

Councillor C. McGuinness

Rotherham MBC

Councillor B. Cutts

Councillor S. Sansome

Sheffield CC

Councillor J. Drayton

Councillor T. Hussain (in the Chair)

Councillor J. Otten

Councillor M. Rooney

Co-opted Members

Mr. A. Carter

Mr. S. Chu

Apologies for absence were received from Councillor G. Jones (Reserve Member – Doncaster MBC)

F20. DECLARATIONS OF INTEREST

There were no declarations of interest.

F21. TO CONSIDER WHETHER THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY PART OF THE AGENDA.

The Chair indicated that there were no items for consideration on the agenda that would require the exclusion of the press and public from the meeting.

F22. TO DETERMINE ANY ITEM WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY.

The Chair indicated that there were no items requiring the urgent consideration of the Panel.

F23. QUESTIONS FROM MEMBERS OF THE PUBLIC

The Panel received the following question from Mr. P. Thirlwall:

“Is it true that the Police and Crime Commissioner has appointed the ex-chair of the Police and Crime Panel as his Deputy and if so does the Panel believe this is acceptable?”

The Panel provided the following response to the question:

The PCC has announced the appointment of an Assistant PCC this week who is Sioned Mair-Richards, the former Chair of the Police and Crime Panel. This appointment is not subject to the statutory provision for a confirmation hearing by the Police and Crime Panel and it is therefore a matter for the Police and Crime Commissioner to make any appointment he sees fit. The Panel would however have welcomed the opportunity to engage the PCC prior to this recruitment process to understand the background to the establishment of the position.

As a supplementary question, Mr Thirlwall queried whether the Panel considered the appointment of the Assistant Police and Crime Commissioner to be acceptable.

In response, it was explained that another item on the agenda in respect of the Police and Crime Commissioner’s ‘State of the Nation’ report may provide an opportunity for Panel Members to indicate their views in respect of the appointment.

F24. QUESTIONS FROM MEMBERS OF THE PANEL

In accordance with Procedure Rule 11 (General Questions from Members of the Panel), the following questions were put with responses from the Police and Crime Commissioner:

Councillor Joe Otten put the following question:

“What costs have been incurred as a result of the decisions to suspend and then remove the chief constable: a) salaries of replacement/interim/acting chief constables, b) recruitment costs c) legal, d) other?”

The Police and Crime Commissioner responded to indicate that the following costs had been incurred:

- Salaries of Interim Chief Constables: The costs amount to £78k.
- Recruitment costs of Interim Chief: These are nil.
- Legal costs: The costs incurred by the PCC amount to £43k although the final position is still to be determined.
- Other costs: Nil

As a supplementary question, Councillor Otten queried whether the Commissioner considered the costs to be proportionate given the imminent retirement of the Chief Constable.

In response, the Police and Crime Commissioner indicated that the process in respect of the Chief Constable had been long and drawn out, which went some way to explain the costs incurred, but considered them to be totally proportionate. He added that it would be appropriate to make representations to government in respect of the process following the conclusion of proceedings.

Councillor Otten asked another question:

“Did you approve the reported £144,000 spend on an IMSI catcher - i.e. a spoof cellphone mast which enables mass surveillance of cellphones within the geographic reach of the device?”

In response, the Police and Crime Commissioner explained that this was a matter that concerned operational policing. The guidance from the National Police Chiefs' Council (NPCC) was to neither confirm or deny any use of any covert activity as it would serve to undermine its operational use. In respect of operational necessity and NPCC guidance, the Commissioner was therefore unable to confirm or deny the approval or purchase of such technology.

Councillor Otten asked a further question:

“Are you satisfied that there is sufficient judicial oversight of the use of an IMSI catcher to ensure that the reasonable expectation of privacy of innocent citizens is not infringed?”

In response, the Commissioner indicated that he was satisfied that the relevant judicial oversight, provided by the Office of the Surveillance Commissioners (OSC), was sufficiently intrusive and robust to ensure the conduct of any relevant police operations is fully in compliance with all legal requirements, including Human Rights Act 1998, and was conducted with the highest standards of professionalism and integrity. He explained that the OSC was led by the 'Chief Surveillance Commissioner' Lord Judge with the assistance of 8 Surveillance Commissioners, who were appointed by the Prime Minister, report their independent inspection of all authorising public bodies annually. The Commissioner took satisfaction that over the last three years South Yorkshire Police had received an outstanding grading in the inspection of this area of policing.

Councillor Otten asked a further question:

“What operational safeguards are in place to ensure that the calls, data and texts of unintended targets of surveillance are not inadvertently or capriciously intercepted?”

In response, the Commissioner indicated that he must correct the implication in the question that the technology referred to involved interception of personal communications between individuals, which was misconceived and inaccurate. It was his understanding that, where such technology was deployed operationally, there was no interception of communications involved. With regard to safeguards, he was reassured that any deployment of such covert technology, where it existed, was subject to independent consideration of the relevant Force Authorising Officer (Detective Superintendent) and authorisation by the Chief Constable under the Regulation of Investigatory Powers Act 2000 and Police Act 1997. Such covert tactics could not be undertaken by the Police, without the official 'Notification' of a Surveillance Commissioner (OSC) approving the legality and compliance with all relevant aspects of the Human Rights Act 1998. Additionally, the Commissioner indicated that the OSC could rescind and quash such an authority if it was not satisfied that such proposed activity was necessary, proportionate and had sufficient regard to the risk of collateral intrusion. Finally, any such deployment was frequently reviewed to ensure it remained necessary and proportionate to the legitimate aim.

As a supplementary question, Councillor Otten queried how the safeguards did justice to the extreme power available to the police through such technology. In response, the Commissioner reiterated that the technology was a tool to assist the police in extremely sensitive and serious matters and that his original answer had set out what the safeguards were in respect of the operation of the technology by South Yorkshire Police. He again confirmed that he was satisfied by the safeguards in place.

F25. MINUTES OF THE PREVIOUS MEETINGS HELD ON 9 JUNE AND 8 JULY 2016

Resolved:-

That, subject to the inclusion of the supplementary questions raised by Councillor Otten at the meeting on 9 June 2016, the minutes of the previous meetings held on 9 June and 8 July 2016 be approved as a true and correct record of the proceedings.

F26. POLICE AND CRIME COMMISSIONER - 'STATE OF THE NATION'

Consideration was given to the Police and Crime Commissioner's 'State of the Nation' Briefing, which was circulated at the meeting and set out a number of key areas of activity and development for South Yorkshire Police.

The Commissioner reported that public concerns around the performance of South Yorkshire Police's call handling service were raised at most public engagement events and feature in much of the correspondence that he received. It was noted that South Yorkshire Police, in collaboration with Humberside Police, were implementing a new contact management information system, which would replace outdated technology by the summer of 2017 and bring about improvements in the call handling service. It was reported that the force would engage with the public and stakeholders to help design the new contact management service.

With regard to neighbourhood policing, the Commissioner reported that the Interim Chief Constable had made it clear that the re-introduction of the model would be at the centre of the future policing offer. This would not involve reinstating the old safer neighbourhood model, but would be a model which considered the police role in neighbourhood delivery and built upon partnerships, was affordable and fit for the future. Again, it was noted that consultation and communication with the public would be at the heart of the approach, along with the views of staff across the force.

It was noted that the Home Secretary had not made a decision in respect of calls for a public inquiry into the 'Battle of Orgreave', but a decision was expected by the end of October 2016.

The Commissioner further reported that the College of Policing was conducting a review of South Yorkshire Police against the recommendations made in the Jay, Casey and Drew reviews. It was noted that Professor Drew had also been asked to work with the College of Policing to quality assure the process and ensure engagement with partners was taking place.

Two updates were provided by the Commissioner in respect of Operation Clover. It was reported that four men and one woman had been jailed for over 102 years on 26 February for the child sexual exploitation (CSE) of 15 girls in Rotherham, whilst another woman received an 18 month sentence, suspended for two years. It was further reported that eight men had been found guilty of CSE offences committed in Rotherham.

Reference was made to the appointment of an Assistant Police and Crime Commissioner on a fixed-term contract, which will end two months after the existing Police and Crime Commissioner's term of office comes to an end. It was noted that the preferred candidate had been appointed on a part time contract following a full recruitment and selection process. It was reported that the main focus of the Assistant Police and Crime Commissioner would be to:

- Develop and lead a project to attain a baseline of public trust and confidence in South Yorkshire Police, which will involve the commissioning of an independent organisation to carry out the work and project manage the process

- Ensure public engagement and consultation forms part of the Force's service design of the new local policing model (neighbourhood policing) and the contact management system (101)
- Assist the Police and Crime Commissioner with his diary commitments and represent him and his views at various public and partner meetings across the county and to bring back public concerns and comments to the attention of the Commissioner and the Engagement Team, and
- Work with local policing teams to ensure that opportunities for engaging communities are maximised.

It was reported that Chief Constable David Crompton's resignation was received on 29 September 2016 following the Commissioner's call for his resignation under the Section 38 process of the Police Reform and Social Responsibility Act 2011. It was noted that Mr Crompton had applied for permission to judicially review the Commissioner's decision in the High Court and a decision to grant permission would be made follow the Commissioner's response.

Finally, the Commissioner reported that Mr Stephen Watson had commenced as Interim Chief Constable on 25 July 2016 and had begun to build his senior leadership group, having appointed a new Assistant Chief Constable, Mr Mark Roberts from Cheshire Constabulary. It was also reported that work was being undertaken to develop a new Strategic Delivery Plan which would involve key senior managers in the Force and would involve wider consultation with the workforce, the public and partners.

The Panel queried whether the change of Chief Constable had been the origin of the change in the neighbourhood policing approach. In response, the Commissioner indicated that he had been presented with concerns across the Force area and he had challenged this with the former Chief Constable. The Peer Review in the spring of 2016 had confirmed the position and the new Chief Constable. The public would be involved in developing the new neighbourhood approach through the Assistant Police and Crime Commissioner. It was recognised that there was an urgent need to prioritise the development of a new model and there would be a need for local authorities and other bodies to be involved in that conversation.

With regard to the appointment of the Assistant Police and Crime Commissioner, the Panel were keen to understand the logic behind the appointment of an Assistant, rather than a Deputy Police and Crime Commissioner. Reference was also made to the Assistant Police and Crime Commissioner's previous role as Chair of the Police and Crime Panel until May 2016 and the potential conflict of interest that presented. In response, the Commissioner confirmed that he did not want another elected representative, but rather someone to undertake work with a range of experiences in the context of a politically restricted role. The Commissioner explained that the post holder's previous experience as Chair of the Panel would be helpful.

Reflecting on the recruitment process for the Assistant Police and Crime Commissioner, the Panel identified that it would be beneficial to develop a strong working relationship and understanding between itself and the Office of the Police and Crime Commissioner in order to be a more effective "critical friend" and contribute to the improvement of policing and community safety across South Yorkshire.

Resolved:-

That officers from the host authority for the South Yorkshire Police and Crime Panel and the Office of the Police and Crime Commissioner prepare a joint Memorandum of Understanding detailing the governance relationship between the Panel and the Commissioner and setting out working protocols to enable closer working.

F27. POLICE AND CRIME COMMISSIONER'S ANNUAL REPORT

Consideration was given to the Police and Crime Commissioner's Annual Report, summarising the work of the Commissioner from 1 April 2015 to 31 March 2016. It was noted that the report was submitted in accordance with the provisions of the Police Reform and Social Responsibility Act 2011 which requires a Police and Crime Commissioner to produce a report on the exercise of his functions in each financial year and the progress which has been made during that year in meeting the police and crime objectives in the Police and Crime Plan.

In presenting his annual report, the Commissioner indicated that a significant amount of time had to be devoted to the legacy issues of child sexual exploitation and the Hillsborough Inquests. The Commissioner also referenced the Peer Review of the force, which took place just after the end of the year summarised within the report, and whilst the outcome of the review was a frank and hard-hitting report, it did provide the incoming Chief Constable with a clear understanding of the issues requiring attention within South Yorkshire Police.

The Panel welcomed the opportunity to review the Commissioner's annual report and began their review by querying the governance arrangements established by the Police and Crime Commissioner and whether there was any cross over between the various panels and the Police and Crime Panel. The Commissioner agreed to bring a report to a future meeting setting out his governance arrangements and membership of various panels.

Reference was also made to cultural issues and the morale of the workforce of South Yorkshire Police and sought to understand how the Commissioner would work with the Chief Constable to establish improvements. In response, the Commissioner referred to the Peer Review's finding of a lack of strategic leadership being a critical issue and that the review process had sought the views of individuals across the force.

The Panel queried whether the Commissioner intended to retain the same priorities as part of the refresh of the Police and Crime Plan. In response, the Commissioner indicated that the existing priorities would likely remain, but the actions underpinning those priorities would change to accord with circumstances on the ground.

Looking ahead to the future, the Panel sought clarification in respect of funding for legacy issues and whether the Commissioner anticipated continued government funding to deal with such matters. In response, the Commissioner explained that those issues that were specific to South Yorkshire Police, such as child sexual exploitation, would likely need to be funded directly from South Yorkshire, but those legacy issues which were connected to wider national issues, such as Hillsborough or if there were to be an inquiry in the events of the 'Battle of Orgreave', may receive government funding.

In addition, questions were asked in respect of the funding of legal costs and a drive towards a collaborative approach to the delivery of emergency services or sharing of services with other force areas. In response, the Commissioner indicated that it was his role to have oversight of the spending on legal costs funded by his office and that it was his intention to continue the development of collaborative approaches with other emergency services and other police force areas to secure effective and efficient services.

Discussions moved on to the impact of protests in Rotherham, in particular, and the specific negative effect on businesses and footfall in the town centre when protest marches took place. The Commissioner referred to the balance that needed to be struck between discouraging such protests and enabling groups to exercise their right to protest. Following the Commissioner's response, Councillor Cutts indicated that he had attended every protest march in Rotherham and had not encountered any issue and was not aware of any business that had been negatively impacted by protests in the town. He further stated he did not

consider that the protests would require a police presence and a requested that the Commissioner provide him with a list of businesses that had been effected by protest marches in Rotherham, which the Commissioner agreed to do. Other Panel Members stated their disagreement with the comments made by Councillor Cutts, as did the Police and Crime Commissioner.

Resolved:-

1. That the Police and Crime Commissioner's Annual Report be noted.
2. That the Police and Crime Commissioner be advised that the Panel endorses his Annual Report.
3. That the Police and Crime Commissioner be congratulated on his achievements during a turbulent year and, in particular, for this leadership in coordinating a force area wide partnership approach to child sexual exploitation with local authorities.

F28. PROGRESS WITH THE PEER REVIEW

Consideration was given to a report submitted by the Police and Crime Commissioner which provided a progress update in respect of actions arising from the Peer Review of South Yorkshire Police.

It was reported that the review had found that there had been "inconsistent strategic direction from the Chief Officer Team" and decision making had been isolated, staff had not been listened and action had not always been taken on agreed plans. It was further reported that financial and operational planning had not been linked and there had been an underinvestment in key areas and there had been a disturbing move away from an effective neighbourhood policing model. The review made a number of recommendations in respect of initially stabilising the force and the transforming it over a three-year period.

The report detailed the progress that had been made since May 2016:

- Support was being provided by Kent and Lancashire police around demand management and analysis
- Work was ongoing to develop a new Strategic Delivery Plan involving key senior managers in the force and wider consultation with the workforce, the public and partners
- A review of HR Shared Services was imminent
- Recruitment of an Assistant Police and Crime Commissioner to co-lead, with the Force, a project aimed at rebuilding public trust and confidence
- The Durham staff survey had been launched to canvas the views of the workforce to underpin the fundamental change required.

The Panel sought assurances that the processes and learning from the support provided by the College of Policing would become embedded within the culture of the force to enable continuous improvement. In response, the Commissioner indicated that he expected the Peer Review approach to become standardised nationally and referred to the benefits of the approach when compared to the focused inspections by Her Majesty's Inspectorate of Constabulary.

The Commissioner committed to provide Councillor Cutts with copies of the reports in respect of protests in Rotherham following a further question on the subject.

The Panel welcomed the high level overview of the progress that had been made since May 2016, but requested that the Commissioner present a more detailed action plan, setting out timescales for completing specific activities and indicating who would be responsible and accountable for ensuring actions were delivered. The Panel also requested sight of the project scope in respect of the public engagement work to be co-lead by the Assistant Police and Crime Commissioner.

Resolved:-

1. That the report be noted.
2. That a future report be submitted to the Panel by the Police and Crime Commissioner detailing the action plan for the implementation of the recommendations arising from the Peer Review of South Yorkshire Police.
3. That a future report be submitted to the Panel detailing the project scope for the work to be co-lead by the Assistant Police and Crime Commissioner in respect of rebuilding public trust and confidence.

F29. UPDATE ON THE OPERATION OF THE COMPLAINTS PROCEDURE

Consideration was given to a report which provided an update in respect of the number of complaints received and the handling of complaints in accordance with the Panel's rules of procedure.

It was reported that the two complaints in respect of the former Police and Crime Commissioner had been referred by the Panel to the Clerk to the Home Affairs Select Committee had been received and assurances had been received that the Select Committee would give extremely serious consideration to the complaints. It was noted that the outcome of the Committee's consideration would be reported back to a future meeting of the Panel.

It was also reported that a complainant had written to the Police and Crime Commissioner after being dissatisfied with how South Yorkshire Police had handled his complaint. The Independent Police Complaints Commission had upheld the decision of the force, but the complainant wrote to the Commissioner to further complain. Whilst not having responsibility for staff or the operational matters of the force, the Commissioner wrote to the complainant to indicate that there was nothing he could do to assist in the matter. The complainant was dissatisfied with this response and submitted a complaint. The Panel noted that a review was to be carried out by the Office of the Police and Crime Commissioner as to whether the correct policies and procedures had been followed.

Resolved:-

That the action taken in respect of the complaints be noted.

F30. JUDICIAL REVIEW PROCEEDINGS - VERBAL UPDATE

The Panel received a verbal update from the Legal Advisor in respect of the judicial review proceedings arising from the Section 38 process instigated by the Police and Crime Commissioner in respect of the former Chief Constable.

Resolved:-

That the update be noted.

F31. WORK PROGRAMME 2016-17

The Panel gave consideration to an update in respect of the development of a work programme for the remainder of the 2016/17 municipal year. Those members who had attended the National Conference for Police and Crime Panels earlier in October 2016 referred to the approaches of other areas which could be incorporated into the practice of the Panel. It was noted that a separate session for work planning would be arranged to take place during November 2016 to inform future activity.

Resolved:-

That the update be noted.

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SHEFFIELD CITY REGION COMBINED AUTHORITY

AMP TECHNOLOGY CENTRE, WAVERLEY, ROTHERHAM, S60 5WG

MINUTES OF THE MEETING HELD ON 24 OCTOBER 2016

PRESENT:

Councillor John Burrows, Chesterfield BC (Vice Chair, in the Chair)

Councillor Graham Baxter MBE, North East Derbyshire DC

Councillor Chris Read, Rotherham MBC

Councillor Julie Dore, Sheffield CC

Councillor Simon Greaves, Bassetlaw DC

Mayor Ros Jones, Doncaster MBC

Nigel Brewster, Managing Partner of Brewster Pratap Recruitment Consultants

Ruth Adams, SCR Exec Team

Fiona Boden, SCR Exec Team

Huw Bowen, Chesterfield BC

Peter Dale, Doncaster MBC

Philip Cooper, SCR Exec Team

Mel Dei Rossi, SCR Exec Team

Steve Edwards, SYPTE

Andrew Gates, SCR Exec Team

David Hewitt, SCR Exec Team

Martin McCarthy, South Yorkshire Joint Authorities

John Mothersole, Sheffield CC

Andrew Shirt, South Yorkshire Joint Authorities

Dave Smith, SCR Exec Team

Gareth Sutton, Sheffield CC / SCR

Neil Taylor, Bassetlaw DC

Diana Terris, Clerk / Barnsley MBC

Damien Wilson, Rotherham MBC

Apologies for absence were received from Councillor S Houghton CBE, Councillor A Syrett, Councillor A Rhodes, Councillor L Rose, N Knowles, A Frosdick, J Kenny, J Miller, D Swaine, C Tyler and E Walker

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That agenda item 21 'Early Commissioning Call Recommendations', be considered in the absence of the public and press.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was agreed that there were no items where non-Constituent Members should not having voting rights.

6 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

Councillor Burrows declared an interest at agenda item 13 'LGF Capital Programme Approvals' in relation to a decision to consider and approve progression of the Chesterfield Northern Gateway project.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None.

8 RECEIPT OF PETITIONS

None received.

9 PUBLIC QUESTIONS

The Chair informed Members that two questions had been received from Mr Nigel Slack.

Mr Slack asked the Combined Authority:

1. Has the SCRCA or the LEP looked at new technology being research in Oak Ridge National Laboratory in the USA, which promises the potential to create large scale CO2 conversion into Ethanol fuels?

Have the regions Universities and the AMP been promoted to explore future development deals with the researchers?

Is not this combination of materials sciences, advanced manufacturing and environmental impact exactly the sort of thing that Boeing, Rolls Royce and the Region LEP should be chasing?

If none of the above, why not?

D Smith informed Mr Slack that, Officers were currently consulting with Partners' and the SCR's Universities regarding his question. It was noted that a written response would be provided to Mr Slack.

2. Which is likely to come first, the Court Case in respect of Derbyshire County Council and the SCR geography or the Secretary of State's order going before Parliament?

The Chair confirmed that a hearing would take place first in the High Court on the 9th and 10th November 2016, prior to the Secretary of State's order going before Parliament.

10 MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2016

RESOLVED – That the minutes of the meeting held on 12 September 2016 be signed by the Chair as a true and accurate record.

11 Q2 FINANCIAL MONITORING

A report was received updating Members on the position of the CA's revenue budgets and capital programme as at the end of Quarter 2, 2016/17.

The report highlighted that there was an unanticipated contingent cost for legal fees that had been recognised as a provision in the CA/LEP's revenue budget. It was noted that this provision reduced an underspend position arising from staffing vacancies.

Members noted that there was a need to defray £27.5m of LGF capital resource by the end of March 2017, or risked Government clawing back unspent funding. An early call for schemes had been undertaken with submissions reviewed. Members would be asked to approve a number of these schemes to enter into the Assurance processes.

A number of budget variations were also recommended within the report, which were noted by Members.

RESOLVED – That the Combined Authority:-

1. Noted the forecast revenue budget underspend of £130k on CA/LEP activity, despite contingency being taken for devolution legal challenges.
2. Noted the forecast revenue budget overspend of £150k on South Yorkshire transport activity.

3. Noted the forecast CA/LEP capital programme underspend of £8.5m against approved budget.
4. Noted the forecast CA/LEP capital programme requirement to defray a further £27.5m to avoid claw back.
5. Noted the forecast revenue budget underspend of £1.3m on SYPTE activity.
6. Noted the forecast profit after tax of £438k for SYITA Properties Limited.
7. Agreed the budget variation recommendations summarised within section 2 of the report.
8. Noted that, further approvals for project level capital expenditure were sought in the 'Financial Approvals' paper on today's agenda.

12 DEVOLUTION UPDATE

D Smith reported that Government had advised Officers that they were currently not in a position to bring forward a draft Devolution Order for consideration.

It was anticipated that a draft Devolution Order would be received from Government in late November.

RESOLVED – That the Combined Authority noted the update.

13 LGF CAPITAL PROGRAMME APPROVALS

A report was presented asking the Combined Authority to approve project requests for spend from LGF Grant Funds.

It was noted that in line with the Sheffield City Region's Single Assurance Framework, the projects had been considered and recommended for CA approval by SCR Executive Boards. The schemes had also been through a process of technical appraisal, utilising where necessary, external support, and consideration by a Panel of Officers representing the SCR Statutory Officers culminating in the recommendations presented for approval.

RESOLVED – That the Combined Authority:-

1. Considered and approved progression of the SCR Growth Hub to Full Approval and Award of Contract at a cost of up to £5.32m, subject to the conditions set out in the Project Approval Summary table at Appendix 1 within the report.
2. Considered and approved progression of the SCR Strategic Testing Tools to Full Approval and Award of Contract at a cost of up to £3m, subject to the conditions set out in the Project Approval Summary Table at Appendix 2 within the report.

3. Considered and approved progression of the EZ Accelerator to Full Approval and Award of Contract at a cost of up to £5m, subject to the conditions set out in the Project Approval Summary Table at Appendix 3 within the report.
4. Considered and approved progression of the Chesterfield Northern Gateway project to Full Approval and Award of Contract at a cost of up to £5.83m, subject to the conditions set out in the Project Approval Summary Table attached at Appendix 4 within the report.
5. Considered and approved delegated Authority to the Head of Paid of Service, in conjunction with the Chairman of the CA, to enter into the contractual arrangements required as a result of the above approvals.

14 SUMMARY REPORT - HOUSING EXECUTIVE BOARD

RESOLVED – That the summary report’s recommendations be endorsed.

15 SUMMARY REPORT - TRANSPORT EXECUTIVE BOARD

Councillor Dore reported that, in relation to Government’s most recent proposals regarding the HS2 route, station location and route alignment, the CA had agreed to write to David Higgins with the CA’s comments on these proposals.

If Government’s proposals were final, CA Members’ agreed to commission work to investigate an alternative route alignment to help mitigate the effects on local communities, avoiding demolition of housing and commercial industry. It was proposed that, on completion of the work, these findings would be presented to Government.

Members requested that the LEP Board also provided a statement on HS2.

RESOLVED – That the Combined Authority:-

1. Endorsed the recommendations set out within the summary report.
2. Agreed to commission work to investigate an alternative HS2 route alignment.

16 SUMMARY REPORT - BUSINESS GROWTH BOARD

RESOLVED – That the summary report’s recommendations be endorsed.

17 SUMMARY REPORT - INFRASTRUCTURE EXECUTIVE BOARD

RESOLVED – That the summary report’s recommendations be endorsed.

18 SYLTE ORGANISATIONAL STRUCTURE

A report was received requesting the Combined Authority to approve recruitment to vacant positions within SYLTE’s existing structure of Director of Public Transport and Director of Customer Services to the SYLTE’s Executive Board.

Members' requested that a review of SYPTE's organisational structure takes place, to ensure that the organisation is fit for 21st century transport and the Combined Authority moving forward.

RESOLVED – That the Combined Authority:-

1. Requests that a review of SYPTE's organisational structure takes place.
2. Notes the timeline for the recruitment process set out in section 3.4 of the report.
3. Delegate authority to recruit to the positions of Director of Public Transport and Director of Customer Services to SYPTE's Executive Board.

19 JEREMIE FUND TERMS AND STATE AID IMPLICATIONS

A report was received informing Members that, on 20 June 2016, the CA had approved up to £2.5m of investment capital being used to bridge the gap between the current JEREMIE fund and the Northern Powerhouse Investment Fund (NPIF). Heads of terms had been agreed which, on balance, outside the scope of this original decision.

Following the CA's decision, financial models had been developed and heads of terms had been agreed with Finance Yorkshire. These terms were, in fact, outside the scope of the Market Economy Operator principle and relied on Article 21 (Risk Finance Aid) of the General Block Exemption Regulation (GBER). In addition, the heads of terms proposed:

- (a) Investing alongside Leeds City Region on an equivalent basis.
- (b) Giving the CA the ability to extend or vary this agreement, should there be an unexpected delay to NPIF.
- (c) Did not provide a defined rate of return to the SCR (unlike a loan under MEO) but, was forecast to deliver a small positive return. Unlike the MEO method however, this rate of return could not be guaranteed.
- (d) Made it clear that fund manager fees would not be paid in the event of non-performance (i.e. if investments were not made within the investment period, no fund manager fees would be paid).
- (e) Provided the circumstances in which any unspent grant and legacy funds would be repaid to the CA.

RESOLVED – That the Combined Authority delegate authority to the CA's Head of Paid Service to enter into an agreement on the CA's behalf in accordance with the terms set out above.

20 EXCLUSION 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 EARLY COMMISSIONING CALL RECOMMENDATIONS

A report was presented setting out the Appraisal Panel's recommendations from the assessment of the early commissioning call run in September 2016.

Members were reminded that at the CA meeting held on 1st August 2016, a decision was approved to launch a Commissioning Call seeking schemes with a high level of certainty for delivery in 2016/17. An Expressions of Interest process was developed in consultation with Local Authority partners and Chief Executive Officers and was launched on 1st September 2016. 35 expressions of interests had been received and reviewed and scored by the SCR Appraisal Panel.

RESOLVED – That the Combined Authority:-

1. Noted the process undertaken to receive and assess expressions of interest and the submission of 35 expressions of interests.
2. Considered the Categorisation of projects recommended by the Appraisal Panel following assessment of the submissions.
3. Approved progression of the Category 1 projects to the next stage of the Assurance Framework or fund application process as appropriate.

CHAIR

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SHEFFIELD CITY REGION COMBINED AUTHORITY

AMP TECHNOLOGY CENTRE, WAVERLEY, ROTHERHAM, S60 5WG

MINUTES OF THE MEETING HELD ON 5 DECEMBER 2016

PRESENT:

Councillor John Burrows, Chesterfield BC (Chair)

Councillor Graham Baxter MBE, North East Derbyshire DC

Councillor Chris Read, Rotherham MBC

Councillor Julie Dore, Sheffield CC

Councillor Simon Greaves, Bassetlaw DC

Councillor Glyn Jones, Doncaster MBC

Sir Nigel Knowles, Global Co-Chairman DLA Piper & SCR LEP Chair

Ruth Adams, SCR Exec Team

Fiona Boden, SCR Exec Team

Philip Cooper, SCR Exec Team

Andrew Frosdick, Monitoring Officer

Andrew Gates, SCR Exec Team

Sharon Kemp, Rotherham MBC

Mark Lynam

John Mothersole, Sheffield CC

Jo Miller, Doncaster MBC

Mel Dei Rossi, SCR Exec Team

Gareth Sutton, Sheffield CC / SCR

Daniel Swaine, Bolsover DC / NE Derbyshire DC

Neil Taylor, Bassetlaw DC

Craig Tyler, Joint Authorities Governance Unit

Eugene Walker, S.151 Officer

Apologies for absence were received from Councillor S Houghton CBE, Councillor A Syrett, Mayor R Jones, Councillor A Rhodes, Councillor L Rose, H Bowen, D Bunton, D Smith and D Terris

1 APOLOGIES

Apologies were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was agreed there were no agenda items where non-Constituent Members should not have voting rights.

6 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

As leader of the sponsoring Authority, Cllr Greaves declared an interest in a matter to be considered under agenda item 12 LGF Capital Programme Approvals (Harworth Bircotes Step Change Programme: Road Improvements Phase 1).

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

8 RECEIPT OF PETITIONS

None received.

9 PUBLIC QUESTIONS

A series of questions were received from the Sheffield for Democracy organisation pertaining to devolution matters, the effect of Brexit on the SCR's funding streams and CO2 conversion technology.

Questions were as follows:

Q1. What is the deadline for the Sec of State's order reaching this body to ensure the election of the Mayor can go ahead in May 2017?

Q2. Has the SCRCA or the LEP looked at the new technology being researched in Oak Ridge National Laboratory in the USA, which promises the potential to create large scale CO2 conversion into Ethanol fuels? Have the regions Universities and the AMP been prompted to explore future development deals with the researchers?

Is not this combination of materials sciences, advanced manufacturing and environmental impact exactly the sort of thing that Boeing, Rolls Royce and the Region LEP should be chasing?

Q3. What will be the impact of the referendum result on the SCRCA's Strategic Economic Plan (SEP) considering the latest OBR forecasts?

Q4. What will happen to the EU funded business support services?

Q5. What will be the impact on 14-19 year olds on the Employment Support Fund (ESF) support programmes?

Q6. Does the SCRCA expect agreed funding to now be frozen during exit negotiations?

Q7. Does the SCRCA expect 2014-2020 funding already spent to be clawed back?

Q8. Where does this leave the whole devolution process if the SCRCA are to be underfunded and unable to meet their growth commitments? - Are SCRCA still confident that central funding will defray Brexit losses?

Q9. Was any of this discussed with Government ministers before the referendum and if so what was their response? - What discussions have taken place since June?

The Chair instructed officers to provide full responses to each question in writing and place these publically on the Authority website.

10 MINUTES OF THE MEETING HELD ON 24 OCTOBER 2016

RESOLVED, that the minutes of the previous meeting held on 24th October are agreed to be an accurate record of the meeting.

11 DEVOLUTION UPDATE

It was noted that all matters related to Devolution are currently predicated on awaited announcements to be made by the DCLG Secretary of State.

12 LGF CAPITAL PROGRAMME APPROVALS

A paper was presented requesting the Authority's endorsement of the financial approvals that have progressed through the Appraisal Framework and recommended by the Infrastructure Executive Board (IEB).

Members were advised that the IEB meeting held on 18th November was not quorate. Attendees at IEB discussed the change requests and full business cases in an advisory capacity only. The minutes from IEB were subsequently approved via email.

Consideration was given to the requests presented.

RESOLVED: That the Combined Authority:

1. Approves the change requests to the SCRIF programme set out in Appendix 1 of the report.
2. Approves progression of Harworth Bircotes Step Change Programme: Road Improvements Phase 1 to Full Approval and Award of Contract at a cost of up to £0.455m, subject to the conditions set out in the Appraisal Panel Summary Table attached at Appendix 2 to the report.
3. Agrees to consider and approve progression of the Doncaster Urban Centre: Enterprise Market Place Phase 1 as part of the next cycle subject to the conditions set out in the Appraisal Panel Summary Table attached at Appendix 3 to the report.
4. Approves delegated Authority to the Head of Paid of Service, in conjunction with the Chair of the CA, to enter into the contractual arrangements required as a result of the above approvals.

13 EARLY COMMISSIONING CALL RECOMMENDATIONS

A report was received to provide an update on progress made to the Early Commission schemes and set out the approval route and timescales for scheme progression.

Members were asked to consider providing delegated authority to the Head of Paid of Service, in conjunction with the Chair of the CA to approve projects by written procedures where an urgent approval is required, subject to any such projects having successfully completed the technical appraisal process and have been recommended by the Appraisal Panel and endorsed by the Executive Board.

RESOLVED, that the Combined Authority:

1. Notes the progression of Early Commission Schemes through the Appraisal Framework and fund application process.
2. Approves delegated Authority to the Head of Paid of Service, in conjunction with the Chairman of the CA, to consider and approve by written procedures projects with an urgent approval requirement which have successfully completed the technical appraisal and having been recommended by the Appraisal Panel and endorsed by the Executive Board.

14 STRATEGIC ECONOMIC PLAN REFRESH UPDATE

A report was received requesting the Combined Authority Members note the update on the refresh of the Strategic Economic Plan and proposed next steps in the process to enable the successful completion of this work.

It was suggested to Members that the production of a high quality, robust and compelling refreshed SEP will require external independent assistance.

It was noted the refreshed SEP will be founded upon robust evidence and will capture the ambition, vision and strategic priorities of the CA / LEP. The SEP will feature four-year Investment Plans, each with a series of projects and programmes to be delivered by the scheme promoters, including local authorities. It was confirmed delivery will be undertaken in accordance with the also refreshed SCR Assurance and Accountability Framework

Regarding the refresh timetable, it was noted the intention is to go to the market to identify a consultant to update the evidence, produce a refreshed SEP and act as a critical friend to the development of the Investment Plan. The consultant will be appointed by Christmas and will be required to review and update to evidence base on the SCR's economic performance by mid-February. Workshops to determine LEP priorities will then be convened and the 1st draft SEP will be presented during March for comment.

It was noted the intended, refreshed SEP will be presented to the CA and LEP for consideration on 24th April, and the supporting investment plan on 5th June.

RESOLVED, that the Combined Authority:

1. Notes the update on the refresh of the Strategic Economic Plan and the proposed approach and milestones for the completion of this work.
2. Provides the SCR Executive Director, in consultation with the Chair and Vice Chair of the Combined Authority the approval to enter into a contractual arrangement with the potential value of this activity to exceed £100k to deliver the programme of work, as set out in section 3 of the report.

15 THE JOINT ASSETS BOARD AND ONE PUBLIC ESTATE PROGRAMME UPDATE

A report was received to provide the Combined Authority Members with an update on the work of the SCR Joint Assets Board (JAB)

The report set out some of the JAB's recent achievements and highlighted the areas of activity the Board will drive forward over the coming months.

The report also provided an overview of current and potential future One Public Estate activity and sought approval for the recently submitted One Public Estate round 5 bid.

Members were advised that there remains an aspiration to expand membership of the JAB to include police authorities, fire authorities and the South Yorkshire Passenger Transport Executive. It was suggested this will ensure that the majority of public sector organisations with land and property assets in the SCR are represented at this strategic level board.

RESOLVED, that the Combined Authority:

1. Endorses the work carried out to date at a Sheffield City Region level in support of the Joint Assets Board and One Public Estate agendas.

2. Endorses the identified priorities for the Joint Assets Board.
3. Approves an upwards variation on the CA/LEP revenue budget to allow for the spending of funds received for the successful One Public Estate Round 4 bid (totalling £132,000).
4. Approves delegations to the Head of Paid Service, in conjunction with the statutory officers, to contract with third parties for the delivery of all approved OPE activity.
5. Notes future Sheffield City Region level engagement with the national One Public Estate Programme.
6. Approves the One Public Estate Round 5 bid

16 ACCOUNTABILITY AND ASSURANCE FRAMEWORK UPDATE

A report was received reminding Members of the SCR's requirement to predicate all decisions on the allocations of Local Growth Funds to priority schemes and projects based on the mechanisms set out within its Assurance Framework.

It was noted that following the agreement of the Devolution Deal and the publication of revised guidance by Government, the City Region now needs to update its existing Framework to ensure compliance with transparent, accountable decisions, which assure value for money. Updates are required to facilitate the continued receipt of future funding allocations.

It was further noted that the refresh will accommodate recently published guidance for LEP's governance of the usage of Growth Deal funding.

RESOLVED, that the Combined Authority:

1. Notes the publication of revised assurance guidance by Government and the need to confirm compliance with this guidance to receive future year Growth Deals awards of funding.
2. Agrees to the SCR updating its existing Assurance Framework to take account of this revised guidance and notes the updated Framework will be presented to a future CA meeting for agreement.

17 UPDATE ON HS2

A report was received to update the Combined Authority on the Government's High Speed 2 (HS2) rail project following the publication of the Government's Command Paper on 15 November on the preferred route options for phase 2b, which includes the eastern leg through South Yorkshire. The report also provided an update on the SCR Executive Team's on-going work on HS2, including the commissioning of a Mitigation Study into reducing the adverse impacts of the new eastern route on residents and businesses.

It was noted that at the request of the Combined Authority, the SCR HS2 Programme Board agreed at its October meeting to commission a focussed study into possible mitigation measures on the eastern route at a number of specific locations in Doncaster and Rotherham boroughs. This will include looking at minor route or design amendments to reduce the number of properties affected and the scale of the impact. The study will be commissioned from consultants in early December and report back by early February so that its findings can be used to inform the SCR response to the HS2 route consultation. It is estimated that the SCR HS2 Mitigation Study will cost up to £40,000. This cost can be accommodated from existing transport budgets

It was confirmed a draft version of the SCR consultation response will be prepared and circulated to CA and LEP Board members for comment prior to the March deadline.

It was noted the government's HS2 Command Paper made reference to the potential to create a connection back onto the HS2 mainline north of Sheffield (known as the Northern Loop), which would enable HS2 trains to continue north from Sheffield to Leeds and beyond. Members asserted the importance of the Northern Loop to the SCR's economic and connectivity aspirations.

It was noted the Command Paper also referenced that a pot of Growth Strategy funding is to be made available to each of the City Regions served by HS2 to use on preparing their growth strategies in order to take full advantage of the economic benefits of HS2. This will be made available in two tranches. The first tranche to be used to maximise SCR wide benefits, and the second tranche (available only when the current consultation has concluded) will be available for station master-planning. A sum of £625,000 will be made available to SCR for this purpose.

Members agreed to need to work collectively to address HS2 matters as they develop, such as limited resources (internal and external) to undertake studies and assessments, if we are to achieve the tourism and economic benefits HS2 enables.

The Chair asked Members to recognise the additional benefits afforded by the revised route, for an additional HS2 station in Chesterfield.

RESOLVED, that the Combined Authority:

1. Agrees that the findings of the HS2 Mitigation Study be used to inform the SCR response to the Government's HS2 Phase 2b consultation.
2. Agrees to the HS2 Programme Board preparing a proposal for the use of the first tranche of HS2 Growth Strategy funding and commissioning work as required in order to ensure that the benefits of HS2 are maximised across the City Region.

18 EUROPEAN STRUCTURAL AND INVESTMENT FUNDS TECHNICAL ASSISTANCE

A paper was received inviting the Combined Authority to agree to the participation of the SCR Executive team in two city region wide ESIF Technical Assistance (TA) projects; for the European Regional Development Funds (ERDF) and the European

Social Fund (ESF) respectively, and to sign the partnership agreements with the lead partner, Doncaster Metropolitan Borough Council, subject to given conditions.

It was noted that TA projects provide funding to identify and develop activity to meet the needs of the area, promote the ESIF funds, engage and support potential applicants to participate in the programme and submit quality proposals.

RESOLVED, that the Combined Authority:

1. Agrees to the ERDF TA Partnership Agreement with Doncaster MBC
2. Agrees in principle to the ESF TA Partnership Agreement with Doncaster MBC on condition that the outputs are deemed realistic and achievable and that the Partnership Agreement clauses reflect that of the ERDF agreement.

19 SYITA PROPERTIES LTD - PROPOSED MEMBER VOLUNTARY LIQUIDATION

A report was received seeking delegated authority for the statutory officers to approve the liquidation of SYITA Properties Ltd, and accept the repatriation of the assets and balances within the Company to the Combined Authority.

It was noted previous reports to the CA have demonstrated that the company, as previously managed by the Integrated Transport Authority, was not an efficient or effective vehicle by which to manage the assets.

Delegated authority was therefore sought to allow the statutory officers to manage the liquidation process in a timely and efficient manner should those officers receive sufficient assurance to do so.

RESOLVED, that the Combined Authority:

1. Agrees to delegate authority to the statutory officers to approve the liquidation of SYITA Properties Ltd and accept the assets and balances within the company back into the CA.

20 SUMMARY REPORT - HOUSING EXECUTIVE BOARD

RESOLVED – that the matters addressed in the summary report be noted and the recommendations of the Housing Executive Board be endorsed.

21 SUMMARY REPORT - TRANSPORT EXECUTIVE BOARD

RESOLVED – that the matters addressed in the summary report be noted and the recommendations of the Transport Executive Board be endorsed.

22 SUMMARY REPORT - SKILLS, EMPLOYMENT AND EDUCATION EXECUTIVE BOARD

RESOLVED – that the matters addressed in the summary report be noted and the recommendations of the Skills Executive Board be endorsed.

23 SUMMARY REPORT - BUSINESS GROWTH EXECUTIVE BOARD

RESOLVED – that the matters addressed in the summary report be noted and the recommendations of the Housing Business Growth Executive Board be endorsed.

24 SUMMARY REPORT - INFRASTRUCTURE EXECUTIVE BOARD

RESOLVED – that the matters addressed in the summary report be noted and the recommendations of the Infrastructure Executive Board be endorsed.

CHAIR

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SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

17 OCTOBER 2016

PRESENT: Councillor A Cave (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: S Ayris, A Buckley, P Haith, S Howard,
E Hughes, B Johnson, C Ransome and G Weatherall

CFO J Courtney, DCFO J Roberts, ACFO M Blunden,
B Sandy, M Wright and AM S Helps
(South Yorkshire Fire & Rescue Service)

A Frosdick, J Bell, F Foster, M McCarthy, L Noble and
M McCoolle (Barnsley MBC)

Apologies for absence were received from Councillor N Akther,
Councillor J Satur and D Terris

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

Councillor Cave thanked B Sandy on behalf of the Authority, for all her hard work and commitment provided to both the Service and the Authority and she wished her every success for the future.

CFO Courtney commented that the SYFR Efficiency Plan had been submitted to the Home Office by the deadline date of 14 October; the Plan was available on the SYFR website.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

None.

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

None.

6 REPORTS BY MEMBERS

Councillor Atkin had attended an LGA Fire Commission meeting on behalf of the Authority in London on 14 October. The new Fire Minister, Brandon Lewis MP, was

due to attend but had been substituted by Dan Greaves, Home Office Civil Servant. The following key issues were raised:

The Fire Commission were in discussions with the Local Government Association (LGA) regarding the possibility of Police and Crime Commissioners (PCC) taking over the fire and rescue services. It was hoped to establish an independent assessment panel who would determine whether there was sufficient interest for PCC's to take on responsibility for fire and rescue.

- The inspection regime had now been signed up to, and it was hoped to undertake something similar to the HMIC model to go live in April 2017 with the first round to hopefully be completed by April 2018; this would be complementary to the LGA Peer Reviews already undertaken.
- The Government was also keen to boost transparency, and had received 2,000 responses to a recent survey. Additional data, particularly in relation to diversity, would be published on the Government's website.
- In respect of the workforce, the Government hoped to ascertain more flexibility for the fire and rescue sector. The Government would shortly publish the Thomas Review, and the Fire Minister hoped to establish a professional framework to review evidence along the lines of that previously undertaken by the College of Policing.
- The Government hoped to repeat the procurement challenge undertaken last year; they had acknowledged the difficulty to match one fire service to another and would look for more collaboration to increase efficiencies. I Curry had also given a presentation in relation to the range of procurement goods available.
- The Government would look to work with fire and rescue authorities and the LGA to drive transformation and diversity, to have themed reviews and consider the future of the negotiation committees.

A presentation had been received from A Fry, Chief Fire Officers' Association (CFOA). The CFOA had now been restructured and a National Fire Chiefs Council established from April 2017 based on the police model. The new NFCC will have a full-time Chair who will serve a two to four year period. The Council will be made up of all of the Chief Fire Officers across the UK. The full-time Chair would initially be funded from CFOA's own reserves. However, the intention is to have a full-time, permanent post funded by the fire and rescue authorities.

Councillor Ransome had attended a Middle Managers' Engagement Day at the Service's Training and Development Centre (TDC), Handsworth on 12 October. The session had been hosted by AM Helps and had included an array of interesting speakers covering topics including Modus Solutions, equipment damage, data quality and sprinklers. Councillor Ransome had found the session to be both interesting and enlightening. Councillors Haith and Weatherall had also attended the event.

Councillor Haith commented that Councillors Ransome, Weatherall and herself had also been given a tour around TDC on 12 October which included a visit into the Incident Room which had various scenarios faced by crew managers.

Councillor Haith gave thanks to AM Helps and his team for the recent visit to the Lifewise Centre, Hellaby where she had observed the fantastic developments which provided a real bonus for the South Yorkshire children attending the centre. Councillor Haith had also attended the Yorkshire and Humber Employers' Association on behalf of the Authority. A presentation had been received from Wakefield City Council regarding their new work on continuous professional development which had highlighted the amount of savings achieved by the introduction of the scheme in both hours and monetary terms; they had also spoken on the implications of Brexit for employers and the pay negotiations coming through for local government.

Councillor Howard requested that the Authority recognised the success of Sheffield Central White Watch, who had won first place in the national breathing apparatus challenge and had successfully defended their title for the second year running.

Councillor Ransome referred to an invitation she had received for audit training, to which she enquired whether the audit training was mandatory and when the rules had changed. She considered that there was a conflict of interest in utilising the BMBC Internal Audit trainer, and she requested that the training be provided by an independent trainer i.e. CIPFA.

Councillor Cave commented that the matter would be referred to the Audit and Governance Committee.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 19 SEPTEMBER 2016

Councillor Ayris commented that he had made it clear at the last Authority meeting that the pre-meetings held by himself and Councillor Ransome were not of a political nature, merely to ensure they were fully briefed on Authority matters in advance. He felt that owing to the nature of the discussion which ensued, the minutes should have reflected the fact that Councillor Ransome and himself were from different political parties.

A Frosdick commented that, given the nature of the discussion at the last Authority meeting, the point being made was that the nature of independent member appointments to the Authority's Audit Committee was such that any involvement in meetings involving politically appointed representatives outside of Authority meetings, could be construed as being at odds with independent representation. The Authority could not prevent or compel any member from joining such meetings, although the advice of the Statutory Officers was that it would be unwise to do so.

Councillor Ransome commented that she did not agree that the Authority was not political in its decision making. She requested that the minutes be amended to

reflect that she had attended the Real Junk Food Project, and she suggested that the last four paragraphs under Item 2 'Reports by Members' be redrafted to better reflect Councillor Ayris' and her own views. Councillor Ransome also expressed concerns in respect of correspondence she had received from the Clerk to the Authority in respect of her interaction with an independent member of the Authority's Audit Committee.

Councillor Haith requested that the minutes be further amended to reflect that she had requested an update on fitness testing rather than Councillor Hughes. Councillor Haith sought an update on the position.

DCFO Roberts commented that, since the last Authority meeting, the FBU and the Brigade Committee had met in relation to the fitness testing which had been accepted by the Fire Brigades' Union and the policy was now in place.

Councillor Ayris commented that he had not received a reply to his question as to whether any further contact had been made with previous employees in relation to Wirral Cladding and Roofing Ltd.

A Frosdick referred to ongoing matters that the Audit and Governance Committee was monitoring. Clarification would be established on the precise point to determine whether any follow up had been made with the employees and inform Councillor Ayris accordingly.

CFO Courtney commented that, at the last Audit and Governance Committee meeting, the BMBC Head of Internal Audit had reported that he had now contacted the two previous employees, but that this had not brought about any significant change in the position at that time.

Councillor Ransome commented that she had stated at the previous meeting that there appeared to be more than two employees involved in this large chain of events, and that a disproportionate amount of time had been spent on chasing these two employees. She added that there were people within the Authority that worked within procurement who would know what was happening.

Councillor Ransome requested that the minutes be amended to reflect that she had been the first person to congratulate Firefighter North on his presentation on extrication given at the last meeting.

Councillor Ayris referred to Item 11 'Independent Members – Audit and Governance Committee' which had indicated that it had been agreed at the Authority's AGM on 27 June 2016 to significantly reduce the membership of the Committee from 10 to 5 elected Members. He commented that he had certainly not supported the decision, but that his recollection was that the Authority had noted to reduce the membership of the Audit and Governance Committee. He added that, at the last Authority meeting, he had suggested consideration of an increase of independent members on the Audit and Governance Committee.

Councillor Haith commented that the Authority had agreed to reduce the number of elected Members on the Audit and Governance Committee to 5, that the number of independent members remained at 3 and that a review would take place in 2017.

A Frosdick referred to the comment Councillor Ayris had made, in that he did not support the resolution that the Authority had passed. He suggested that Councillor Ayris could have recorded his vote against that resolution of the Authority at the time. He added that the minutes would be revisited, although officers' recollection was that it had been a decision of the Authority to change its governance arrangements, and officers were acting upon the basis of that decision on the work being undertaken in terms of the future composition of the committee. Officers would report back if the decision of the minutes had been misunderstood.

RESOLVED – That subject to the amendments requested above, the minutes of the Authority meeting held on 19 September 2016 be agreed and signed by the Chair as a correct record.

10 CONFERENCE REPRESENTATION - LOCAL GOVERNMENT ASSOCIATION (LGA) ANNUAL FIRE CONFERENCE AND EXHIBITION - 7-8 MARCH 2017

A report of the Clerk to the Fire and Rescue Authority was presented to seek expressions of interest from Members to attend the LGA Annual Fire Conference and Exhibition 2017, on Tuesday 7 March to Wednesday 8 March 2017 at the Hilton Hotel, Newcastle Gateshead.

Councillor Cave suggested that Authority representation be limited to 6 individuals.

Councillor Ayris enquired whether Authority representatives had attended the conference last year, and whether a feedback report had been provided to the Authority from a value for money aspect on the benefits of sending such a number of representatives.

L Noble commented that a formal report had not previously been provided to the Authority, but that a very comprehensive Member bulletin had been provided to the Authority after the conference each year which attached all of the presentations and links to the LGA website. Members could give consideration to providing a formal report to the Authority in 2017.

Councillor Ayris suggested that, in light of the dispute around attendance at the Labour Party Conference, and considering that the Authority was looking at reduced financial resources as referred to in the report, that it was essential to provide a written report back to the Authority.

Councillor Haith added that the representatives at the LGA Fire Conference had also provided verbal reports to the Authority following the conference. She added that it was important for the Chair to attend the conference, as it was pertinent for her to attend the Association of Metropolitan Fire Authorities meeting which was held within the event.

A Frosdick commented that it was general practice in the sector that LGA events were attended by most Member Authorities, and Members were being asked to support the sector conference organised by the LGA.

Councillor Ransome suggested that the conference be limited to 3 individuals.

Councillor Ayris added that he had no objection to individuals attending the conference, and he agreed that representation should be limited to 3 people. He added that SCC had ceased to send representation to the LGA conferences as part of a best value saving exercise. He suggested that the Authority should give consideration to this before sending representatives. He requested that a formal report came back to the Authority.

M McCarthy commented that, historically, given the nature and make-up of the Joint Authority; consisting of representatives from the four local authorities across South Yorkshire, that the recommendation had usually been to seek representation from at least one Member from each of those respective governance areas.

Members agreed that Councillors Cave, Weatherall, Buckley and Haith would represent the Authority at the conference.

RESOLVED – That Members approved representation at the LGA Annual Fire Conference and Exhibition 2017.

11 UPDATE ON PRINCE'S TRUST, INCLUDING PRESENTATION AND PRINCE'S TRUST TEAM PROGRAMME VIDEO

A report of the Chief Fire Officer and Chief Executive was submitted to provide an update on the Prince's Trust Team Programme which was delivered by South Yorkshire Fire and Rescue (SYFR) and South Yorkshire Police (SYP).

AM Helps informed Members that 10 young people had successfully completed the second 12 week Prince's Trust Team programme that had recently concluded at Barnsley Fire Station, to which they had gained the associated qualifications. Many of the individuals upon completion of the programme had moved onto further education, employment or training. The first two programmes had proved to be a huge success. The latest Barnsley programme had been nominated for the Barnsley Community Impact Award and the Prince's Trust Community Impact Award. The Prince's Trust awards regional finals would shortly be held in Leeds and the final would be held in London.

Members noted that, as a result of ongoing discussions with SYP and the Prince's Trust to identify further locations for delivery of the programme, that consideration was currently being given to commencing a new team programme in the S5 area of Sheffield to be delivered from Elm Lane Fire Station commencing in Spring 2017. An update would be provided at the next Authority meeting. Promotional material to promote the joint delivery of the Prince's Trust by SYFR and SYP had been created which included banners, posters, social media advertisements and a DVD.

AM Helps commented that it was envisaged to run 3 programmes from each of the 6 sites per academic year. A total of approximately £21,000 of funding had been generated from Barnsley College per programme to date; the programme was being delivered cost neutral. A total of four courses would have been completed within 2016.

AM Helps commented that he could arrange for Members to meet the Prince's Trust team and students if required.

Councillor Atkin commented that he had attended the recent Prince's Trust award presentation at Barnsley Town Hall. It had been evident that the programme had helped to improve the confidence of the young people, who had all spoken individually on the activities undertaken within the programme. Councillor Atkin had recently visited the young people commencing on the third course at Dearne, where they had been in the process of setting up the equipment for a 'Dragon's Den' type exercise.

Councillor Cave commented that it had been absolutely amazing to see the young people when they had completed the initiative.

Councillor Howard added that the awards presentation had been very emotional, and that it had been fantastic to see the difference that the programme had made to the young peoples' lives. Councillor Howard referred to Joe, one of the individuals on the DVD that Members had introduced to the Dearne Area Council Manager and team. Joe was now volunteering with the Ward Alliance to improve his skills further.

Councillor Ransome gave her thanks for the excellent presentation. She enquired what time the training sessions were held, and whether school children were involved.

AM Helps commented that the 12 week training session programmes were held Monday to Friday from 9am to 3pm, and were available for school leavers from the age of 16 to 25 years. Members were requested to provide AM Helps with a few days' notice prior to making a visit due to residential, project or apprenticeship work being undertaken.

Councillor Atkin referred to the Prince's Trust project in Swinton to revive the flower beds in the precinct, which was being undertaken in collaboration with schools who had taken part in the exercise previously. A sponsored walk had recently been held at Parkgate with the youngsters dressed in onesies, as part of a confidence building exercise. The youngsters involved in the recently concluded programme had painted the railway bridges at Goldthorpe, and the Salvation Army had provided them with refreshments; the whole village and Network Rail had been involved in the initiative.

RESOLVED – That Members noted the updated information within the report.

12 SOUTH YORKSHIRE FIRE AND RESCUE ANNUAL REPORT FOR 2015/16

A report of the Chief Fire Officer, Chief Executive and Clerk and Treasurer was submitted to present the South Yorkshire Fire and Rescue Annual Report for 2015/16.

Councillor Hughes gave thanks for the very useful report which identified the work undertaken on a monthly basis.

DCFO Roberts commented that he would pass on Councillor Hughes' compliments to the report authors.

RESOLVED – That Members noted and approved the report.

13 CONTROL COLLABORATION PROJECT (CCP) UPDATE

A report of the Chief Fire Officer, Chief Executive and Clerk and Treasurer was presented to provide Members with the quarterly update on the progress of the joint Control Collaboration Project which was being undertaken in conjunction with West Yorkshire Fire and Rescue (WYFR). The project would deliver a combined mobilising system which was being developed and provided by SYSTEL.

Councillor Haith queried whether the remaining £37,982 had been allocated for spend or whether this would be returned back into the budget.

DCFO Roberts commented that the matter was still to be confirmed. The project had overrun in terms of the system being delivered along with the project timescales. From the inception of the project to the current position, the Service was now in the process of moving from the airwave radio, which was used by all emergency services, to a new programme which was an emergency services network and mobile communication programme. It was difficult to determine costings at this stage. He added that SYSTEL was a standalone project, and that there was no reason why it should total any more than budgeted.

Councillor Hughes queried the definition of middleware.

DCFO Roberts commented that he would ascertain the definition.

Councillor Cave commented that middleware enabled the software to talk to the hardware.

Councillor Ransome enquired how the staff were coping with the new system.

DCFO Roberts commented that the system was now stable, although many difficulties had been encountered initially, as could be expected when moving onto a new software platform. The hardware used by the control operators had not changed, and the operators were now more confident in using the new system. The stability of the system was fundamental, and had been extremely stable of late.

RESOLVED – That Members noted the progress of the project to date.

14 CO-LOCATION OF SOUTH YORKSHIRE POLICE AND FIRE AND RESCUE SERVICES AT MALTBY POLICE STATION

A report of the Chief Fire Officer and Chief Executive was submitted to inform Members that the agreements had been completed with South Yorkshire Police (SYP) and Kier, the construction partner, to enable the construction phase of the project to commence on site on 25 October 2016 and that the site would be operational in mid-April 2017.

Councillor Hughes questioned whether the fire, police and ambulance services could be united on that site.

M Wright referred to discussions over the last 2 years with his opposite numbers to consider estate options and plans for change. The ambulance service was covered by the NHS who covered the whole of Yorkshire, whereas the Service and South Yorkshire Police (SYP) had common boundaries. SYP had a clear instruction to reduce their overheads with regard to property. The Edlington scheme had been borne from such discussions, and this was envisaged to come into effect within the next 12 months. The Maltby scheme had been partly funded by Government Transformation funding which had not met the ambulance service's requirements at the time of the submission of the application. The Authority had previously given the Service approval for the disposal of the site, and talks were underway with the local authority regarding the disposal of the existing station, which would tie in with their timetable for the disposal of the adjacent library. Options included a joint disposal, or to obtain a district valuers valuation for the site. Members would be kept updated on developments. The target for the disposal of the existing site was during the second quarter of 2017.

RESOLVED – That Members noted the content of the report and progress to date.

CHAIR

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SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

28 NOVEMBER 2016

PRESENT: Councillor A Cave (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: N Akther, S Ayris, A Buckley, P Haith, B Johnson,
C Ransome, J Satur and G Weatherall

CFO J Courtney, DCFO J Roberts, ACFO M Blunden, S Howe,
M Topham and M Wright (South Yorkshire Fire & Rescue
Service)

J Bell, F Foster, M McCarthy, L Noble, A Brown, D Cutting,
G Richards and R Winter (Barnsley MBC)

A Billings (South Yorkshire Police and Crime Commissioner)
and M Buttery (Office of the South Yorkshire Police and Crime
Commissioner)

Apologies for absence were received from Councillor
S Howard, Councillor E Hughes, A Frosdick, D Terris and
M McCool

1 APOLOGIES.

Apologies were noted as above.

The Chair welcomed Dr Alan Billings, South Yorkshire Police and Crime
Commissioner, and Michelle Buttery, Chief Executive to the Police and Crime
Commissioner to the meeting.

2 ANNOUNCEMENTS.

There were no announcements.

3 URGENT ITEMS.

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.

RESOLVED – That item 18, 'Support Services Review of Human Resources' be
considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST

None.

6 REPORTS BY MEMBERS.

Cllr Ayris recorded his thanks to S Helps who had organised a visit to Lifewise for himself and Cllr Ransome; the presentation had been extremely helpful and useful.

Cllr Haith had attended the Welcome to Yorkshire Awards in which the Emergency Services Museum had received a highly commended in the small attraction category. Cllr Haith congratulated Matt Wakefield and his team of volunteers on the award.

Cllr Atkin had attended the PRIDE awards; the Service had been nominated for the 'Join the Family' recruitment drive. Unfortunately on this occasion the Service did not win.

Cllr Atkin also informed the Authority that, along with the CFO, he had attended an event in London where the Princess Royal had illuminated the Firefighters Memorial; he had been very proud to represent South Yorkshire at the event.

Cllr Weatherall had attended the ARC Passing Out Parade in Barnsley and was very impressed with what the young people had achieved. He requested a report detailing the costs of an ARC course with a view to the Authority paying for an annual ARC course at every fire station.

Cllr Satur queried whether, as Lead Member for the Lifewise Governance Board, she should still attend meetings of the Board following recent changes.

ACFO Blunden replied that the Governance Board was likely to change but had not changed as yet. At a recent meeting the Authority had approved a report which changed the status of Lifewise from a project to a partnership. The structure would change, with the creation of a Collaboration Board. It would be an Authority decision as to whether a Member attended that Board. Cllr Satur said she felt an Authority Member should continue to sit on the Board given that the Authority provided funding to the Lifewise Centre.

7 RECEIPT OF PETITIONS.

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 17 OCTOBER 2016

Councillor Ransome reported that she had not attended the tour around TDC on 12 October 2016.

RESOLVED – The minutes of the meeting held on 17 October 2016 be agreed and signed by the Chair as a correct record.

10 REVIEW OF THE FRA CONSTITUTION

A report was submitted that provided Members with an update of the full review of the Fire and Rescue Authority Constitution as agreed at the Authority meeting on 4 January 2016 and as recommended by the Internal Audit review into overtime payments to Principal Officers.

L Noble informed Members that the Service were currently re-visiting Part 4 and making minor amendments to reflect the responsibilities of the Partnership Board.

Other outstanding parts were detailed in the report with revised timescales.

RESOLVED - That Members:

- a) Approve the review of the FRA Constitution.
- b) Receive Parts 5c, 5d, 5e and 6a when complete.

11 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT & GOVERNANCE COMMITTEE

A report of the Deputy Clerk was submitted to provide Members with an update on the process to recruit an Independent member to sit on the Audit and Governance Committee.

L Noble reminded Members that at the Authority meeting on 19 September 2016 it had been agreed to begin the recruitment process to replace Christine Marshall whose tenure as an Independent member had come to an end.

Subsequently, an advert and supporting information was published through the four district councils and other organisations at no cost to the Authority.

Eight expression of interest had been received; it was intended to circulate application forms on 30 November with a view to interview for a replacement before Christmas.

In the New Year, the Terms of Reference of the Audit and Governance Committee would be reviewed along with the role profile for an Independent member with the help of Rob Winter, Head of Internal Audit. This would coincide with a review of the new governance arrangements in advance of the Annual meeting.

In answer to a question from Cllr Ayris, M McCarthy reminded Members that officers had been charged with the responsibility to begin the recruitment process at the Authority meeting on 19 September 2016.

Cllr Ayris questioned whether the advert was different to the previous one and suggested that any future adverts should list exclusions as to who could apply e.g. contractors to the Authority.

L Noble replied that there had been minor amendments to reflect changes to the Authority, this had been done in liaison with the Head of Internal Audit. With regards to exclusions, officers would discuss this with the Legal team.

Cllr Ransome suggested that the advert should question whether applicants belonged to a political party or were affiliated to one; officers would take advice on this.

RESOLVED – That Members:

- a) Note the progress towards the recruitment of a third Independent member to sit on the Audit and Governance Committee.
- b) Note the proposal to review the Terms of Reference for the Audit and Governance Committee, the role profile and the remuneration for an Independent member and request officers to provide further reports as necessary to align with the review of the governance structure in April 2017.

12 POLICING AND CRIME BILL

Members considered a report which advised them of the content of the Police and Crime Bill which was currently progressing through Parliament.

DCFO Roberts informed the Authority that the Bill was currently in the House of Lords and it had been expected that it would be granted Royal Assent before Christmas, although there could still be further changes to the Bill before it was enacted.

The Bill contained a number of changes that would affect Fire and Rescue Services and Authorities, including a statutory duty to collaborate and giving Police and Crime Commissioners the ability to take on the responsibilities of the Fire and Rescue Authority. It was noted that where Police and Crime Commissioners chose not to take on these responsibilities, they would have the right to request a seat on the Fire and Rescue Authority with full voting rights.

Another significant part of the Bill was to establish a Chief Fire and Rescue Inspector for England who would be appointed by the Home Secretary. The legislation enabled Fire Inspectors to join with Her Majesty's Inspector of Constabulary to undertake inspections without the consent of the Service.

Before taking any questions the Chair invited PCC Dr Alan Billings to speak.

Dr Billings thanked the Authority for the invitation to attend today's meeting.

The Bill contained significant potential changes to the way the emergency services worked and there was still work to be done to understand all the implications of the Bill.

Dr Billings had recently attended several meetings that Brandon Lewis, the Police and Fire Minister, had addressed and that had led to further understanding of the direction the Government were pursuing. It was clear that there was an expectation to see real change with deeper and wider collaboration at a more strategic level.

There would be some PCCs who would decide to take on the responsibilities of the Fire and Rescue Authority but Dr Billings informed the Members that, at the moment, he had no intention of doing this.

There would obviously be a need to take collaboration further and this could be taken forward by the creation of a strategic joint board or committee. As a minimum, the Government would expect to see the PCC sitting on the Fire Authority, and Dr Billings informed Members that he would be writing to the Authority to formally request this.

The CFO acknowledged the views expressed by Dr Billings. There was obviously work to be done to take collaboration further; there would be a need to ensure that Authority members were engaged in that process.

In answer to a question from Cllr Ransome, Dr Billings commented that all the PCCs recognised the need for deeper collaboration and some would go further.

M Buttery informed Members that she was aware of three PCCs who had already lined up their public consultations and business cases ready for when Royal Assent was granted.

The Chair thanked Dr Billings and M Buttery for attending the meeting.

13 SEPTEMBER 2016 PROJECTED OUTTURN REPORT

A report was considered which informed Members of the projected revenue and capital spend after the first six months of the 2016/17 financial year.

Members were reminded that the previous report which was based on the July 2016 projected position suggested a potential overspend of £422,702. The latest projected outturn position had seen a significant change and an underspend of approximately £102,815 was now anticipated. The variances were explained in the report – the two most significant being a reduction in legal costs in relation to the Hillsborough inquest and capital financing requirements.

In answer to a question from Cllr Ayriss, S Howe informed members that the variation in the BMBC recharge was due to increased audit costs in relation to overtime payments and Wirral Cladding and Roofing.

RESOLVED – That the report be noted.

14 MEDIUM TERM FINANCIAL STRATEGY

A report was considered which provided context and assumptions behind the Medium Term Financial Strategy (MTFS) which would form the basis of the Authority's budget setting process for 2016/17 and beyond.

Members were reminded that the Government had offered a guaranteed 4-year funding plan which SYFRA had accepted, although this could have been affected by the Autumn Statement or the 2017/10 settlement it was thought it would not be fundamentally different from the position set out in the report. The 4-year funding

plan was subject to the receipt of an efficiency plan; SYFRA had submitted this on 14 October 2016.

The report gave details around current assumptions made for future funding and also contained assumptions around spending requirements.

Members were informed that the Governments Efficiency Plan stated that the Authority needed to have a clear strategy for the use of reserves. It was proposed that a strategy was implemented that put aside reserves to fund the Capital Programme over the next 3 years, or for as long as the level of reserves set aside allowed.

By funding the current Capital Programme 3 year period, the Authority would be able to reduce the minimum revenue provision and capital financing impacts which would allow the potential for a balanced budget up to 2020/21.

Whilst it was acknowledged that the current reserves strategy regarding earmarked reserves does currently support certain capital projects, the subtle difference with the proposed strategy was that the focus changes to supporting the whole of the unfunded programme and therefore making a commitment to reduce reserve levels and at the same time deferring any further borrowing which in turn will reduce the impact of the capital financing costs with the revenue budget.

Based on the risks set out in the report it was recommended that the minimum level of reserves that should be maintained by the Authority in a stable funding situation was £2.5m which represented approximately 5% of the revenue budget.

Members noted that the use of reserves would need to be subject to further discussion as part of the budget setting process and further information would be presented at a future meeting. Subject to Member approval, the first draft version of the 2017/18 budget would be based on the assumption that there would be no borrowing to fund the Capital Programme in 2016/17.

RESOLVED – That:

- a) The report be noted and the Authority would receive an updated position when the 2017/18 Local Government Settlement had been received.
- b) That the proposals regarding reserves strategy, and in particular to funding the 2016/19 Capital Programme from reserves are accepted.

15 CORPORATE PERFORMANCE REPORT - QUARTER TWO - 2016/17

A report was submitted which detailed corporate performance for 2016/17 Quarter Two.

Members considered exception reports for the following performance indicators:

- Number of Primary Fires
- Accidental Dwelling Fires
- Accidental Dwelling Fire Injuries

- Secondary Arson Incidents
- False Alarms Caused by Automatic Fire Detection – Non-Domestic Properties

RESOLVED – That the report be noted.

16 MINUTES OF THE SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY
LOCAL PENSION BOARD HELD ON 17 OCTOBER 2016

RESOLVED – That the minutes of the meeting of South Yorkshire Fire and Rescue Local Pension Board held on 17 October 2016 be noted.

17 MINUTES OF THE YORKSHIRE AND HUMBER EMPLOYERS' ASSOCIATION
HELD ON 6 OCTOBER 2016

RESOLVED – That the minutes of the meeting of the Yorkshire and Humber Employers' Association held on 6 October 2016 be noted.

18 EXCLUSION 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.

19 SUPPORT SERVICES REVIEW OF HUMAN RESOURCES

The Authority considered and discussed a report which detailed the outcomes from a Support Services review of the Human Resources function, incorporating the Occupational Health department.

RESOLVED – That the Authority authorise the commencement of consultation in accordance with organisational restructure procedures.

CHAIR

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SECTION 41 MEMBER BRIEFING



DECEMBER 2016

Please find below information from your
Section 41 Member representative on South
Yorkshire Fire and Rescue Authority
Cllr Pat Haith



Fire service event to launch sprinkler safety fund

South Yorkshire housing providers are being asked to come to a free event to find out more about a fire service fund set up to support the installation of life saving sprinkler systems in high risk homes.

South Yorkshire Fire & Rescue (SYFR) is hosting the Think Sprinkler event in a bid to explain to landlords, charities and social housing organisations the benefits of installing sprinklers to protect their tenants from fire.

Business fire safety officers will also explain how organisations can apply for funding under the Fire Authority's Stronger Safer Communities Reserve. Up to £2 million has been set aside from the Authority's reserves to support sprinkler projects on a match funded basis.

Head of prevention and protection Steve Helps, said: "The combination of working smoke alarms and a home sprinkler system reduces the risk of death from fire by more than 80%.

"Automatic fire sprinklers are most effective during the initial stage of a fire occurring, as a properly installed sprinkler will detect the heat, initiate an alarm and activate just moments after the flames appear.

"I would encourage local housing providers to attend this free event to find out more about the potential funding opportunities available to them to help make their most vulnerable residents safer from fire."

SYFR has pioneered the use of sprinklers in high risk residential settings, leading a UK first project to retrofit an automated system at the Callow Mount block of flats in Gleadless. That scheme is now internationally recognised for the improved safety it offers the people living within the building. It has also worked alongside Sheffield City Council to make more than 540 properties in the city safer by installing lifesaving sprinkler systems at council owned flats in Gleadless Valley, Westfield, Stannington and Netherthorpe. This project was another UK first.

The installation of sprinkler systems in new build homes is now mandatory in Wales and SYFR is actively promoting the use of this type of protection in all types of buildings to build resilience and safety into local communities.

The Think Sprinkler event takes place at SYFR's training centre in Handsworth, Sheffield on 11 January. To book your place email BFSCenSupp@syfire.gov.uk with **SSCR SPRINKLER FUND in the subject line.**

Award win for Fire Service Prince's Trust Team Programme

Eleven young people on a fire service team programme have won a regional award for their community project.

The young people were winners in the Community Impact category at the Yorkshire & Humber Prince's Trust Celebrate Success Awards 2016 and are now hoping to be shortlisted for the national awards in Spring 2017.

The team were part of the Prince's Trust Team Programme run by South Yorkshire Fire & Rescue. A 12 week personal development course for unemployed 16 – 25 year olds, offering work experience, qualifications, practical skills, community projects and a residential week.



The community project which helped win them the award involved cleaning up and painting three unloved bridges in the Goldthorpe area with the support of the local people behind them.

SYFR Team Leader Rhian Oxley said, "I am so proud of this group and what they have achieved. From a small idea proposed by four members of the team into incorporating a whole village into believing they could make a change. I wish them luck as they progress to the next stage and hope they are shortlisted for the national awards."

SYFR Area Manager Steve Helps said: "This is a real achievement for these young people. The Prince's Trust Team Programme is a fantastic scheme which South Yorkshire Fire & Rescue are proud to be associated with and the role we have played in helping these young people aspire to a better future."

To be part of the next Team Programme please contact John Daley on 07769 887249 or princestrust@syfire.gov.uk

Sheffield emergency services team picks up major NHS collaboration award

A joint emergency services team set up to reduce demand on 999 responders in Sheffield has picked up a major health award.

The Local Intervention and Falls Episodes (LIFE) team, set up by South Yorkshire Fire & Rescue and South Yorkshire Police and supported by Yorkshire Ambulance Service NHS Trust, won the award for best NHS Collaboration at the Health Business Awards 2016 event in London.



(l-r): Catherine James (Yorkshire Ambulance Service), Rob Hall (LIFE), Jonathan Dyson (South Yorkshire Fire & Rescue), Jenny Lax (South Yorkshire Police), Jayne White (LIFE)

The team is four months into a six month pilot which sees staff visit homes to reduce fire risk in properties, improve security and help people who have fallen.

So far the project has carried out more than 150 crime prevention checks and 250 home safety visits, which include the fitting of free smoke alarms.

The team also responds to help people at high volume, lower priority incidents, including helping almost 40 people who have had a fall, are not seriously injured, but are unable to get up on their own.

LIFE team staff have also helped find missing people and visited vulnerable people who have either been victims of crime or are at risk of anti-social behaviour.

Some of this work traditionally takes police officers and paramedics off the road for many hours.

SYFR Head of Prevention and Protection Steve Helps, said: "This award is the best possible example of our commitment to collaborate with our emergency services partners. It's also deserved recognition for a brand new team, which proves emergency services are working together locally to help make people safer and healthier.

"We know that there are huge links between the people who need the help of the police and health services, and those who are at risk of fire. So collaborative working such as this undoubtedly benefits our public safety work."

The team operates using two specialist vehicles and consists of four staff - two South Yorkshire Fire & Rescue employees and two South Yorkshire Police community support officers (PCSOs).

The scheme has been funded by South Yorkshire Fire Authority for six months and researchers from the University of Huddersfield have been commissioned to evaluate its effectiveness. If successful, it could be extended and taken to other parts of South Yorkshire.

Last year the Government announced new proposals to transform the way the police, fire and rescue and ambulance services work together. It wants to encourage collaboration by introducing a new statutory duty on all three emergency services to look at opportunities to work with one another better to improve efficiency and effectiveness.

In South Yorkshire, fire crews already attend hundreds of 'medical break-ins' every year, where they gain access to properties where people are thought to be in need of urgent medical attention, but where ambulance service paramedics cannot get to them. This work used to be carried out by the police.

Work has also now started on a joint police and fire station in Maltby, whilst five ambulance stand-by points will also be created at five other fire service premises across the county.

Retailer Boyes first to sign up to new business fire safety partnership scheme

A major UK retailer has become the first business to sign-up to a new fire service partnership scheme in South Yorkshire.



South Yorkshire Fire & Rescue (SYFR) will work with department store chain Boyes as part of the initiative, which will see fire service experts providing the company with safety advice the company can adopt across its sites nationwide.

Partnerships like this, also available to other organisations, are known as Primary Authority Schemes (PAS) and allow the fire service and businesses to come together to improve the quality and consistency of safety and prevention measures.

The schemes also help to cut red tape for larger businesses, by streamlining their compliance with fire safety laws.

SYFR Business Fire Safety Manager Amy Jenkinson, said: "Boyes is a well known local business with strong Yorkshire roots. It has since expanded its operations and now runs 59 department stores throughout the north of England so we are pleased to be working with them to ensure that fire safety compliance is effective and consistent across the company.

"Primary Authority Schemes are a brilliant tool for helping us to work more closely with companies who are proactive about delivering on their fire safety duties and we hope to sign agreements with further businesses to work with them in this way."

Boyes opened its first shop in Scarborough in 1881 and operates 59 stores across the UK and is due to open its 60th store at the end of November at Firth Park in Sheffield.

Boyes Safety Manager, Vivienne Sheader said: "The safety of our customers and staff is very important to us. We are delighted to have established this relationship which was first suggested to us following a successful routine fire audit that was carried out by SYFR in our Doncaster store.

"Our business is growing every year and to have a single point of reference that is recognised by every local fire authority enables us to apply consistent fire safety standards across all of our buildings."

Primary Authority Schemes are statutory schemes, established by the Regulatory Enforcement and Sanctions Act 2008 (the RES Act). It allows an eligible business to form a legally recognised partnership with a single local authority in relation to regulatory compliance. This local authority is then known as its 'primary authority'.

Primary authorities play a valuable role in leading and shaping the regulation of businesses that partner with them. In doing so, they deliver benefits for the regulatory system as a whole, for the businesses they partner with, and for those that the regulations are designed to protect - consumers, workers and the environment. Primary authorities, including fire and rescue services, are able to charge for this service on a cost recovery basis.

For more information contact tfs.cs@syfire.gov.uk or visit <http://www.syfire.gov.uk/business-advice>



Did you know you can watch all Authority meetings LIVE?

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Whilst viewing the meeting you can contribute comments and debate proceedings with other viewers via CoverItLive or Twitter.

Follow the South Yorkshire Fire and Rescue Authority on Twitter

@syFireAuth



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SECTION 41 MEMBER BRIEFING



JANUARY 2017

Please find below information from your
Section 41 Member representative on South
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Cllr Pat Haith



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The Think Sprinkler event takes place at SYFR's training centre in Handsworth, Sheffield on 11 January. To book your place email BFSCenSupp@syfire.gov.uk with SSCR SPRINKLER FUND in the subject line.

For more information on sprinkler systems, visit <http://www.syfire.gov.uk/business-advice/fire-sprinklers/>

Can you get free home safety equipment worth £100?



South Yorkshire
FIRE & RESCUE



Yorkshire Children's Centre is a Yorkshire based charity working with **South Yorkshire Fire & Rescue** to help improve the safety of children in the home.

Accidental injury is one of the biggest killers of children in the UK. It is second only to cancer. In the Doncaster area alone 8,962 under 4's attended A&E last year as a result of an accident in the home.

We run a scheme for families with a child under the age of 2 to specifically help reduce accidents in the home. The scheme can provide and fit **FREE** home safety equipment including safety gates, fire guards, bath mats, cord winders and cupboard locks.

The value of the equipment is around **£100** and could really make a difference and help you keep your child safe.

Do you have a child under the age of 2?

Do you receive benefits?

Do you live in Doncaster?

If the answer to all the questions above is **YES** then you could be eligible for this **FREE** equipment.

Just pop into your **local children's centre** and ask about the '**Safety in the Home**' scheme

or contact

Yorkshire Children's Centre on **01484 415465**

email: **safetyinthehome@yccuk.org.uk**

Fire Service partner with Homeless Charity

A partnership between Crisis Skylight South Yorkshire and South Yorkshire Fire & Rescue is supporting people at risk of homelessness to develop the skills they need to live independently and stay safe. Mandy Carlson the Director of Crisis said: "many of our clients have multiple and complex needs such as experience of drug and alcohol addiction and mental health issues, making them vulnerable and at increased risk of fire in the home. We see this project as being the first step towards developing a long term relationship with SYFR".

SYFR identify homeless people as being a particularly hard to reach group for them, and Crisis want to help them work more closely with this group.

Pictured at a celebration event for Crisis clients who have completed training programmes, together with Cllr Jackie Satur, a Member of South Yorkshire Fire and Rescue Authority and Group Manager Trevor Bernard, Head of Community Fire Safety.



South Yorkshire Fire and Rescue recruitment

'Have a go days' for under represented groups

We will soon be **opening recruitment** for wholetime firefighters and are holding some taster days at our training centre in January so that people from groups currently under represented amongst our frontline staff can find out more about a career in the fire service.

We will always recruit the best people for the job. But we also want to ensure our workforce accurately represents the communities we serve, so these days are about providing information to potential women, black and minority ethnic and LGBT applicants so that they can make an informed career decision.

If you would like to register your interest in one of the days on either Wednesday 4 January (women) or Saturday 14 January (other under represented groups, including women) please email recruitment@syfire.gov.uk

You can find **more information about positive action and what it means here**



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Firefighters thank public for number one bid support

Firefighters have thanked the people of South Yorkshire for their support with a campaign to reach Christmas number one.

Central red watch and 999 operators were part of the drive to reach the festive song summit with 'Chip Pan' by the Everly Pregnant Brothers.

Thousands of people have downloaded the track and, although it's unlikely to reach the top spot when the official chart is released later on Friday, the campaign has helped raise awareness of kitchen fire safety and firefighters on duty over Christmas amongst millions of people.

Highlights of the assault on the yuletide music chart included two national television appearances and more than five million views online for a video which accompanies the song. Leaders, businesses and celebrities from across Sheffield also threw in their support for the campaign.

It's thought that sales of the track will have also raised thousands of pounds for Shelter and Age UK Sheffield, once official download figures are collated.

Assistant Chief Fire Officer Martin Blunden, said: "This campaign was clearly a bit of festive fun, but with chip pans still responsible for large numbers of house fires every year, we think it's important to raise awareness of important safety messages in different ways.

"We also wanted to remind people that across the UK thousands of firefighters and 999 operators- not to mention many more of their colleagues in the emergency services- will be on duty this Christmas keeping people safe.

"None of it would have been possible without the work of firefighters at Central fire station or the Everly Pregnant Brothers. But we also want to thank people locally for really getting behind the campaign in a big way."

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SOUTH YORKSHIRE PENSIONS AUTHORITY

24 NOVEMBER 2016

PRESENT: Councillor M Stowe (Vice-Chair)
Councillors: R Wraith, A Sangar, P Wood and K Wyatt

Trade Unions: N Doolan-Hamer (Unison), G Warwick (GMB) and F Tyas (UCATT)

Officers: S Barrett (Interim Fund Director), J Bell (Director of Human Resources, Performance and Communications, BMBC), G Chapman (Head of Pensions Administration), B Clarkson (Head of Finance), F Foster (Treasurer), A Hunt (Risk and Governance Manager, BMBC), M McCarthy (Deputy Clerk) and G Richards (Democratic Services Officer)

Observers: G Boyington (Chair, SY Joint Local Pension Board)

Apologies for absence were received from Councillor S Ellis, Councillor E Butler, Councillor J McHale, Councillor H Mirfin-Boukouris and A Frosdick

1 APOLOGIES

The Chair welcomed everyone to the meeting.

M McCarthy informed Members that apologies had been received from the Chair who was in London to meet the Minister, Marcus Jones, with other members of the Border to Coast Pooling Partnership.

Apologies were also received from Councillors E Butler and J McHale who were attending a rearranged meeting of Doncaster MBC.

2 ANNOUNCEMENTS

There were no announcements.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.

RESOLVED: That items 18 and 19, both relating to the release of preserved benefits, be considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST.

There were no declarations of interest.

6 MINUTES OF THE AUTHORITY MEETING HELD ON 6 OCTOBER 2016

With regard to minute 20, Councillor Wraith queried whether CIVICA would be invited to a future Authority meeting.

G Chapman replied that the situation with regard to the new management team at CIVICA was being monitored; they had to be given time to make an impact. If they delivered what they had promised there would be no need for them to attend but the option was open if the situation did not improve.

RESOLVED – That the minutes of the Authority meeting held on 6 October 2016 be signed by the Chair as a correct record.

7 MINUTES OF THE JOINT LOCAL PENSION BOARD HELD ON 20 JULY 2016

RESOLVED – That the minutes of the meeting of the Joint Local Pension Board on 20 July 2016 be noted.

8 VERBAL UPDATE ON MATTERS ARISING SINCE THE LAST MEETING

The Chair reported that all updates on matters arising since the last meeting were covered elsewhere in the agenda.

9 WORK PROGRAMME

Members considered the Work Programme to March 2017.

RESOLVED – That the report be noted.

10 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

There was no Section 41 feedback from the District Councils.

11 BOARD CHAIRS' REPORTS

None – all issues were covered elsewhere on the agenda.

12 RISK MANAGEMENT ARRANGEMENTS

The Chair welcomed A Hunt, Risk and Governance Manager, BMBC, to the meeting.

A Hunt informed the Authority that the Risk Management Framework and Risk Register had been developed during 2016 in liaison with G Chapman, S Barrett and M McCarthy.

The Risk Management Framework comprised:

- Foreword prepared by Councillor Ellis;
- Aims, Objectives, Approach and Benefits;
- Governance – roles and responsibilities;
- Appendices covering definitions and processes.

The Risk Register contained nine risks relating to:

- Succession Planning;
- Members knowledge and experience;
- Data quality issues;
- Social investment;
- 'Credit' risk;
- 'Liquidity' risk;
- Data protection;
- Reconciliations; and
- Pooling arrangements.

With regard to risk numbers one and two, Cllr Sangar commented that these were uncertain times, the administration system, LGPS 2014 and investment pooling were all big issues for the Authority to deal with.

Concerning risk number two, as Lead member for Training and Development, everything possible was being done to ensure Members were kept up to date on ever-changing issues, but there were concerns regarding yearly changes to membership of the Authority; more stability would be preferable.

The Chair agreed, noting that each district had differing ways of selecting members to sit on the Authority, which was out of the Authority's hands. He suggested that the Section 41 spokespersons should request stability from their respective authorities.

RESOLVED – That the Risk Management Framework at Appendix A and the Risk Register at Appendix B are approved.

13 GOVERNMENT CONSULTATION ON INVESTMENT POOLING

S Barrett reported that, as mentioned earlier, representatives of the Border to Coast Pensions Partnership (BCPP) were in London for a meeting with Marcus Jones, MP. It was hoped that the BCPP pooling proposals would be verbally approved and a letter was expected in due course. It was expected that the 1 April 2018 deadline would stand, despite the delays.

Work on developing the pooling arrangements continued, with officer and member steering groups meeting regularly.

In the coming weeks, officers would be meeting the advisors of all Funds with regard to asset management proposals, any issues from these meetings would be reported to the Investment Board.

A meeting of statutory officers (s151 officers/legal officers) and the pooling officer steering group had been arranged for late November to review the overall situation.

Cllr Wraith asked whether office accommodation had been finalised.

S Barrett replied that no firm decision had been taken at the moment. As the internally managed Funds were based in Teesside, the East Riding and South Yorkshire, the preferred location was Leeds.

Cllr Wraith requested that, as pooling would be more expensive for the Authority in the short-term, costs be kept under close scrutiny; this was not a route the Authority would have taken, given the choice.

S Barrett agreed stating that value for money was imperative; there would be an expectation for a high standard of reporting in terms of costs and performance from the new pool.

The Treasurer commented that the need for value for money was clear and the Treasurers of the funds in the pool were aware of the issue which they would be monitoring; investment pooling was not something the Treasurers would have recommended if it was not a government requirement.

RESOLVED – That the update was noted.

14 QUARTER 2 PERFORMANCE SNAPSHOT REPORT

Members considered the Performance Snapshot Report for 2016/17, Quarter 2.

RESOLVED – That the report be noted.

15 REVENUE ESTIMATES 2017/18: ADMINISTRATION AND INVESTMENT MANAGEMENT EXPENSES

A report of the Treasurer was submitted to allow Members to consider the Authority's draft revenue estimates for 2017/18 in respect of administration and investment management expenses, in the context of the continuing financial constraints facing public services, and to approve the levy under the Levying Bodies (General) Regulations 1992.

B Clarkson reminded Members that the Pension Fund's administration and investment management costs do not fall directly on Council Tax. Expenses are met out of the Fund, in accordance with the regulations. Administration expenses are recovered by means of a % addition to employers' contribution rates (at the 2016 valuation, this had been estimated at 0.4% of Pensionable Pay).

The Authority strives to operate cost effectively. In-house investment management means that costs in this area are relatively low, and published statistics on administration costs show that the Authority falls below the average for LGPS funds.

Members noted that the total outturn figure included £99,000 in respect of the GMP exercise which was approved at the March meeting of the Authority. There was also an amount of £350,000 in respect of pooling set up costs which was approved at the October meeting of the Authority; this amount split over two years leading to the movement of assets in April 2018.

The budget for 2017/18 was shown at Appendix A at £7,042,600, compared to £6,336,800 for 2016/17. When this was adjusted for the investment costs linked to market value and the agreed estimate for pooling, this represented an increase of just over 8.4%. Appendix C showed the main variations.

RESOLVED:

- (i) The revised estimates for 2016/17 in the sum of £6,633,000 are approved.
- (ii) The levy of £479,000 for 2017/18 in accordance with The Levying Bodies (General) Regulations 1992 are approved.
- (iii) The preliminary forecasts for 2017/18 are noted and the estimates will be referred to the District councils for comment.

16 REVIEW OF PENSIONS ADMINISTRATION

A report of the Head of Pensions Administration was submitted to present a proposal to reorganise the Pensions Administration Unit to facilitate the shift from annual to monthly pension contribution reconciliation along with other improvement measures.

G Chapman informed the Authority that the 'modern' LGPS was created in 1974; since then there had been five major overhauls of the Scheme and numerous policy reviews and miscellaneous amendments. By contrast, the Pensions Administration unit has had relatively few reviews; the last full review taking place in 1997.

Members noted that since the 1995 actuarial valuation the total of Scheme members had increased by over 136%, and the number of employers by 421%, by contrast the number of administration staff had increased by just 7.84%.

The report detailed the problems with annual reconciliation which the shift to monthly reconciliation would solve. The technology to allow this had only recently become available and was already successfully in use via UPM in West Yorkshire.

The proposal was to create a data team which was key to the whole restructure. The team would include four Data Analysts, additional to existing resources; the posts would have a single function and would be a fixed grade.

The report set out the proposed restructure of the current Administration team, including one additional post in the UPM team, a review of UPM team staffing had been recommended by Internal Audit in their UPM post-implementation audit report.

Members noted that staff at the District offices would not be affected in the first instance, but it was intended to amend the job descriptions of the District Managers and their Deputies to include responsibility for all other scheme employers in geographical area in the future (by April 2020). Once fully implemented this would reduce the cost of the service to the district councils as it would be charged proportionately across all employers in each geographical region in South Yorkshire.

Members welcomed this as it was currently considered to be a very valuable service.

Members noted that the estimated cost of the plan was £170,000. The report was predicated on there being no changes to the senior management pay bill. Increased costs related to five additional posts and some other potential internal upgrades. Although the proposals would increase overall administration costs to the fund, some of this would be offset by the elimination of the requirement for overtime in 2017/18, which was currently costing £65,000 per annum.

RESOLVED - That the Authority:

- (i) Agree to increasing the Pensions Administration Unit establishment by the appointment of five additional posts budgeted at £130,000 pa, to include one UPM Manager and four Data Analysts.
- (ii) Approve in principle the restructure of the Pensions Administration Unit and the potential increase in the overall staffing budget estimated at £40,000 pa.

17 FREEDOM OF INFORMATION ACT 2000: ANNUAL REPORT

A report was submitted that provided Members with an update of Freedom of Information requests received.

RESOLVED – That the report be noted.

18 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

19 RELEASE OF PRESERVED BENEFITS - COMPASSIONATE GROUNDS (JE)

A report was submitted to seek a decision in relation to the release of preserved benefits on compassionate grounds from a former Kier Asset Partnership Services employee.

RESOLVED – That, after reviewing the circumstances surrounding the request, the Authority approve the release of preserved benefits on compassionate grounds.

20 RELEASE OF PRESERVED BENEFITS - COMPASSIONATE GROUNDS (PS)

A report was submitted to seek a decision in relation to the release of preserved benefits on compassionate grounds from a former Wilmott Dixon Holdings Ltd employee.

RESOLVED – That, after reviewing the circumstances surrounding the request, the Authority approve the release of preserved benefits on compassionate grounds.

CHAIR