

**POLICE AND CRIME PANEL
31st January, 2014**

Present:-

Barnsley Metropolitan Borough Council:-

Councillor R. Sixsmith

Doncaster Metropolitan Borough Council:-

Councillor P. Bartlett

Councillor J. McHale

Rotherham Metropolitan Borough Council:-

Councillor J. Akhtar

Councillor T. Sharman

Sheffield City Council:-

Councillor R. Davison

Councillor H. Harpham (Chairman)

Co-opted Members:-

Mr. A. Carter

Mr. K. Walayat

Apologies for Absence were received from:-

Councillor T. Hussain (Sheffield City Council)

J25. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) A member of the public referred to Item 7 (Website) on the agenda and asked, if the report was approved, how could the public become more involved in this website development to ensure it was user-friendly?

The Chairman confirmed that the development of the website for the Police and Crime Panel was a key objective as part of the process to engage the public in its work. As part of Item 7 it was proposed that a small working group be convened to consider the design and development of the website with members of community groups being invited to participate.

(2) A member of the public asked could the Police and Crime Commissioner give some clarification on how he sees the changes he

wants for the future Pact meetings working and why does he feel they should be chaired by a Councillor or member of the public?

The Chairman advised that this was a question for the Police and Crime Commissioner and was not something the Panel could consider. The question was to be forwarded to the Police and Crime Commissioner's Office for a response.

J26. MINUTES OF THE PREVIOUS MEETINGS

Consideration was given to the minutes of the previous meetings held on 2nd December, 2013.

With regards to Minute No. J19 (Support Session) Councillor Akhtar made reference to the numbers of religiously motivated attacks and asked the Police and Crime Commissioner if appropriate performance monitoring could be collated to include religion.

The Police and Crime Commissioner gave his assurance that this request would be taken away and looked into further.

Clarification was also sought under this minute on the progress to date on the roles of Local Authority Scrutiny Panels and it was noted that plans were in hand to extend an invitation to Chairpersons of Scrutiny Panels and for this to commence as early as the next meeting.

Reference was also made to Minute No. J20 (Complaints Procedure) and clarification sought on the rules and procedures surrounding an anonymous complaint.

With regards to Minute No. 21 (Policing in Austerity) it was suggested that further information be provided from the Police and Crime Commissioner about the management of future risks.

Resolved:- That the minutes of the previous meetings held on 2nd December, 2013 be agreed as a true record.

J27. PRECEPT PROPOSAL FOR THE YEAR TO 31ST MARCH, 2015

Consideration was given to a report and presentation made by Shaun Wright, Police and Crime Commissioner, and supported by Steve Pick, Treasurer, which detailed his ongoing determination to reduce crime levels and maintain/increase policing visibility.

In accordance with Paragraph 2 of Schedule 5 of the Police Reform and Social Responsibility Act 2011, the Police and Crime Commissioner introduced his proposed precept for the financial year 2014/15 set at a level which increased the annual Band D Council Tax amount by 2%, equivalent to an annual increase of £2.85 (6p per week).

Several factors were taken into account in reaching this position including:-

- The likelihood of future Grant reductions.
- An on-going determination to reduce crime levels and maintain/increase policing visibility.
- The need to dedicate additional resources to particular specialist areas.
- A continuing commitment to invest in Reducing Re-offending, Restorative Justice, Victim Support and Community Safety Initiatives.
- An increased commitment to the protection of vulnerable people.

The general question of 'affordability' had also played into the proposal and in particular the impact on Council Tax payers of increasing the precept by the proposed amount.

The provisional proposal for 2014/15 was that the Precept be increased by £2.85 at Band D.

The Government's 2014/15 Referendum Criteria was still yet to be announced and the proposal presented in this report was consequently provisional and assumed that there would be a 2% limit on Police and Crime Commissioner Precept increases. However, in the event that a higher limit was imposed, the Panel's agreement to a higher Precept increase (max 2.9%; equivalent to £4.13 per annum/8p per week) would be sought in order to accelerate the planned investment in the Protection of Vulnerable People. If on the other hand the limit was set at a level below the 2% assumption, further net cost reductions would be identified in order to protect the proposed investment in that important area of activity.

The Police and Crime Commissioner explained in more detail as to what would be provided via the proposed budget and his plans to set challenging savings/efficiency targets for the Force during 2014/15.

It was pointed out that the level of Grant from Central Government had been further reduced. On a like for like comparison this reduction amounted to £9.4 million (4.5%) for 2014/15. Approximately £3 million resulted from a 'top slicing' of the National Police Grant to fund National initiatives, including £50 million to establish a 'Police Innovation Fund'; £18 million to build up the capacity of the IPCC; £9 million to increase the frequency of HMIC inspections, £3 million for the College of Policing and £2 million for the National Police Co-ordination Centre.

The Government appeared to remain committed to a Police Funding Review. The possibility that such a Review would produce a detrimental outcome in respect of South Yorkshire had been factored into the consideration of Reserves and the strategy for their future use. Pending the outcome of any Funding Review and using available Home Office

indications, including the prospect of greater 'top slicing', it was currently assumed that the Grant would reduce by a further £10 million in 2015/16.

Further information was provided on the precept proposal being predicated on a 2014/15 budget allocation to the Chief Constable of £243.725 million, some £4.264 million of which would be funded from Specific Grants and Contributions initially payable to the Police and Crime Commissioner leaving a Force net budget requirement of £239.461m.

The budget allocation provided funding for the Chief Constable to continue to maintain PCSO numbers at the current level of 328 and also to increase the capacity within the Force to respond to emerging Crime types with a particular emphasis on Public Protection issues. In particular, the proposal allocated more than £2 million for additional activity in this area with an intention to increase this further in 2015/16. Furthermore, if the Precept rules allowed a higher increase this would be used to accelerate this proposal in 2014/15.

The additional efficiency savings target which was allocated to the Force for 2013/14 was on course to be successfully delivered. It was not proposed to impose any further efficiency target for 2014/15, although an overtime reduction target had been agreed with the Chief Constable. In addition, the Force has been asked to seek to accommodate the costs of any necessary Voluntary Early Retirements/Redundancies within the budget amount allocated for 2014/15.

For 2013/14 the overall the Police and Crime Commissioner budget was set at the same level as had been in place for the former Police Authority in 2012/13. For 2014/15 it was intended to seek to operate within a reduced level of budget including a budget for the 'Office of the Police and Crime Commissioner' which was reduced broadly in line with the 2014/15 reduction applicable to the Force.

The Panel recalled that an integral part of the 2013/14 budget decision was the allocation of £4.5m (over 3 years) from Reserves to Partner Organisations to fund their priority initiatives. 2014/15 would be the second year of this three year funding plan. The funding allocations underpinning that budgetary decision were set out in detail as part of the report.

In spite of the Government removing specific funding for Community Safety activities (the Community Safety Fund), the intention was to continue the funding of such activities at the broadly the same level in 2014/15.

In terms of the Reserves Strategy, a minimum working balance had been set aside for unforeseen/unquantifiable threats and/or events. Significant earmarking/commitment of Reserves had now been attached to a number of capital projects which would produce future revenue savings and avoid

additional capital financing charges. A further amount was provisionally earmarked to provide future support to the Force budget to allow effective and well planned responses to further grant reductions with a particular emphasis on minimising impacts on front-line policing.

A discussion and a question and answer session ensued and the following issues were raised and clarified:-

- The complication for the Police and Crime Commissioner setting his precept proposal when the Government's Referendum Criteria had not been set.
- Affordability and the plans for a 2-2.9% in the Council Tax charge to taxpayers.
- Reasons for increasing the pressure on taxpayers for less than £400,00 extra income.
- Accuracy of the figures presented.
- The impact of voluntary severance on police officer and support staff numbers when the budget protects PCSO numbers.
- Opportunity for further efficiencies to avoid an increase in the precept.
- The further net cost reductions to protect investments.
- Overall level of reserves.
- Details of investments and service developments.
- Public Protection activity and what this entails.
- Measures to align the spending with similar forces.
- Budget reductions for the Police and Crime Commissioner's Office and the Force budget which seem disproportionate at 2% and 2.6% respectively.
- Reasons for increases in commissioning and partnership activities.
- Uses of the planned capital allocation from the Government.
- Funded capital schemes from reserves and the savings expected to be generated.
- Details of the capital schemes.
- Fluidation of reserves with no indication from the Home Office regarding the costs associated with Hillsborough.
- Referendum threshold and avoidance in South Yorkshire.

The Panel considered all options open to them having listened to the Police and Crime Commissioner's proposals and in his answers to the questions raised.

The Panel were satisfied with the proposals as long as the Police and Crime Commissioner recognised that the eventual precept should not be at such a level as to trigger a referendum once the referendum threshold was known.

Resolved:- (1) That should the maximum Precept increase for Police and Crime Commissioners be 2%, the proposals within the report and the proposed precept increase for 2014/15 at £2.85 per annum (Band D) be

endorsed.

(2) That in the event that the maximum Precept increase for Police and Crime Commissioners is greater than 2%, consideration be given to an alternative proposal involving an increase of more than 2% (max 2.9%) with the additional income (max £400k approx.) being matched by an increased investment to accelerate new activity in the Protection of Vulnerable People.

(3) That in the event that the maximum Precept increase for Police and Crime Commissioners is below the current 2% assumption, consideration be given to a Precept increase at that maximum level with the reduced income being matched by net cost reductions not affecting the proposed South Yorkshire Police Budget for 2014/15

(4) That in any event the Panel endorses and reinforces the proposals of the Police and Crime Commissioner and that in making these recommendations the result shall be that the eventual precept shall not be at such a level as to trigger a referendum.

(5) That the Police and Crime Commissioner shall publish his response to these recommendations by forwarding it to the Panel (which will publish the response on its website) and by publishing it on the Commissioner's website.

J28. WEBSITE

Consideration was given to a report presented by Deborah Fellowes, Scrutiny Manager, which set out two options with regard to developing a more effective website presence for the Police and Crime Panel, as part of its approach to increase public engagement in its work.

It was agreed that whilst the Panel was becoming established, developing its ways of working and becoming familiar with its duties and responsibilities, there was little to be gained from seeking community engagement in its formal meetings. It was concluded that the best opportunities to promote its work to the general public were through mechanisms such as its website. The current website for the Panel was a page within the Rotherham Council's website, with limited information about the Panel.

There were two main options that included developing the current web page or to create a "galaxy" web page; effectively a website within the Rotherham website.

It was suggested that the best means of taking this forward was for a small sub-group of the Police and Crime Panel to consider the report in detail and explore the options.

Resolved:- That the report be considered by a small sub-group to be led by Mr. A. Carter, assist by Councillor Sixsmith and that Panel Members be contacted to see who else would like to take this forward.

J29. DRAFT WORK PROGRAMME

Consideration was given to a report presented by Deborah Fellowes, Scrutiny Manager, which presented a draft work programme for consideration, in light of decisions taken at the last meeting in December 2013, which included:-

- Making a request to the Police and Crime Commissioner for timely and regular financial information, including early discussions around the proposed precept.
- Setting up a task and finish group to look at a performance management framework for the Police and Crime Commissioner. Officer support from both the Panel's and the Commissioner's perspective to be incorporated.
- Information sheets on key partner agencies to be provided (Jo Sykes already actioning).
- Consider also establishing a task and finish group to look at Domestic Abuse.
- Development of protocols in conjunction with the Commissioner, Community Safety Partnerships, Local Authority Scrutiny Panels and Criminal Justice Board.
- Development and approval of a work plan.

The work plan as submitted recognised the need for the scheduling of further meetings at an agreed time of 1.00 p.m, with the first being held on Monday, 31st March, 2014.

Resolved:- That the draft work plan be approved.

J30. UPDATE ON THE HANDLING OF COMPLAINTS

Consideration was given to a report presented by Jacqueline Collins, Monitoring Officer, which updated the Panel with regard to the nature and level of complaints that have been received and the action taken.

The following complaints have been received:-

- A complaint that the Police and Crime Commissioner had failed to act in relation to a complaint that had been referred to him and complaints in respect of two members of the staff of the Police and Crime Commissioner

As the complaint against the Police and Crime Commissioner related to the administration of justice, which was not a matter for which the Police and Crime Commissioner had responsibility, it was determined by the Monitoring Officer that the complaint did not fall

within the Panel's complaints procedure.

With regard to the complaints relating to the Police and Crime Commissioner's staff, these were not matters that fell to be considered by the Panel and the complainant was referred to the procedures operated by the Office of the Police and Crime Commissioner.

The Monitoring Officer consulted the Chair and the Deputy Chair regarding these matters, who both endorsed the proposed course of action.

- A complaint that the Police and Crime Commissioner had been derogatory in his public comments regarding South Yorkshire Police officers.

The complaint was considered by the Monitoring Officer to be a personal comment which did not fall to be considered under the complaints procedure. The Deputy Chair was consulted and agreed with the proposed course of action. The Chair was not consulted as this complaint was dealt with in the period between the previous and current Chairman being appointed.

- Two further complaints have been received, neither of which had any supporting evidence. Whilst extensive detail was not required it was the responsibility of complainants to provide sufficient information to enable a preliminary consideration of the complaint to be undertaken. The Panel had no power to conduct its own investigation.

This position had been explained to the complainants who may, if they wish, submit further details.

As a result of a query by a member of the public consideration was to be given to developing guidance for the public as to which complaints should be directed to the Police and Crime Panel, the Police and Crime Commissioner and the Chief Constable.

Resolved:- That the level of complaints and how they have been considered be noted.

J31. DATES AND TIMES OF FUTURE MEETINGS

Consideration was given to the dates and times of future meeting.

It was suggested that this be considered in more detail, but that the next meeting would take place on Monday, 31st March, 2014.

Resolved:- That the next meeting take place at Rotherham Town Hall on Monday, 31st March, 2014 at 1.00 p.m.

**POLICE AND CRIME PANEL
31st March, 2014**

Present:-

Barnsley Metropolitan Borough Council:-

Councillor R. Sixsmith

Doncaster Metropolitan Borough Council:-

Councillor P. Bartlett

Councillor J. McHale

Rotherham Metropolitan Borough Council:-

Councillor J. Akhtar (Chairman)

Councillor T. Sharman

Sheffield City Council:-

Councillor R. Davison

Councillor T. Hussain

Co-opted Members:-

Mr. A. Carter

Mr. K. Walayat

Apologies for Absence were received from:-

Councillor M. Dyson (Barnsley Metropolitan Borough Council)

Councillor H. Harpham (Sheffield City Council)

J32. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) A member of the public asked would Elected Members please summarise their efforts to publicise these Panel meetings in their own Council areas to increase awareness and involvement by the public and community groups throughout South Yorkshire?

The Chairman advised the member of the public that he would consult with the Police and Crime Panel and respond to the question in writing.

(2) A further member of the public asked for updates please on initiatives to make the Panel's proceedings more user-friendly, as previously minuted?

E.g. Website development (J28), Guidance on Complaints Procedures (J30), Notice of Public Questions (written questions take precedence, but if time allows, should relevant questions from the public bench be considered, at the Chair's discretion?)

The Chairman confirmed that in relation to website development, this work was now progressing. It was also pointed out that the complaints procedure had been updated and was available on the Council's website. The procedure set out the arrangements for the consideration of complaints by the Panel alongside links to the websites of the Police and Crime Commissioner and the Independent Police Complaints Commission.

With regards to questions from members of the public, the Chairman advised that the Panel's Terms of Reference had been revised to include the procedure for public questions and had no wish to deviate from the arrangements that had been formally agreed.

J33. MINUTES OF THE PREVIOUS MEETING HELD ON 31ST JANUARY, 2014

Consideration was given to the minutes of the previous meeting held on 31st January, 2014.

Resolved:- That the minutes of the previous meetings held on 31st January, 2014 be agreed as a true record.

J34. SUB REGIONAL PRIORITIES - VERBAL REPORT FROM SCRUTINY PANELS

Further to Minute No. 19 of the meeting of the Panel held on 2nd December, 2013, Deborah Fellowes, Scrutiny Manager, referred to the recommendation of the training session which was held in November, 2013 about the development of protocols in conjunction with the Commissioner, Community Safety Partnerships, Local Authority Scrutiny Panels and Criminal Justice Board.

It was suggested as part of this recommendation that Chairmen of the four Local Authority Scrutiny Panels or their representatives be invited to share their emerging priorities and work programmes to ascertain how a joint working protocol could be taken forward.

The Chairman introduced the various representatives from the South Yorkshire Crime and Disorder Scrutiny Panels who each gave report on the work currently being undertaken.

Caroline Martin, representing Doncaster Metropolitan Borough Council, confirmed that the work programme for the Crime and Disorder Committee was to be agreed next week, but gave an update on the work so far on domestic violence and support for high risk victims, including

children, the perpetrator programme, performance of the Safer Doncaster Partnership and their work around anti-social behaviour, reductions in reoffending for youth offenders and the availability of support and legal highs. The work of the Crime and Disorder Committee was fluid and reactive throughout the year.

Councillor Sioned-Mair Richards, representing Sheffield City Council, reported on the sub-regional priorities and confirmed that a report was received annually by the Safer Stronger Communities Scrutiny Panel around the work of the community safety partners. Plans for joint working were welcomed especially around the similar problems with anti-social behaviour.

Councillor Glyn Whelbourn, Chairman of Rotherham's Overview and Scrutiny Management Board, confirmed that a report from the Safer Rotherham Partnership was received annually and during November/December consideration was given to specific issues of anti-social behaviour and changing policy across Rotherham, child sexual exploitation and domestic violence. A copy of the recent Scrutiny Review into Domestic Violence had already been forwarded to the Chief Constable and which could provide a platform for taking this joint work forward with a view to pooling resources across South Yorkshire.

Councillor Ralph Sixsmith, representing Barnsley Metropolitan Borough Council, shared information on the work that had already taken place around anti-social behaviour, ways to address child sexual exploitation and absconding behaviour. New governance arrangements were also now in operation in Barnsley and the Police and Crime Commissioner had been out to visit some wards where anti-social behaviour was an issue and resources targeted appropriately.

The Chairman summarised the information that had been shared at today's meeting and reflected that all four Local Authorities had similar problems with domestic abuse, anti-social behaviour and child sexual exploitation.

Resolved:- (1) That all those represented today be thanked for their information and input.

(2) That the information shared be noted.

J35. JOINT WORKING PROTOCOLS

Consideration was given to a report presented by Deborah Fellowes, Scrutiny Manager, which provided the Panel with proposals to establish joint working protocols with the four Crime and Disorder Scrutiny Committees across Barnsley, Rotherham, Doncaster and Sheffield.

The Panel noted that all Local Authorities have a statutory requirement to establish a Crime and Disorder Committee whose purpose was to

scrutinise the work of the local Crime and Disorder Partnership. This did not have to be a standalone committee and many local authorities have subsumed this role within one of their existing Scrutiny committees or panels.

Members from these four committees and their supporting officers were invited to the Panel's development day in November, 2013. It was felt that there was ground to be gained by working closely together with these four committees and sharing information about work programmes to develop South Yorkshire priorities which can inform the work programme of the Police and Crime Panel. Access to local information about the performance of Crime and Disorder Partnerships was also felt to be crucial for the Panel in terms of triangulation of evidence it may receive in as part of scrutinising the work of the Police and Crime Commissioner. As such, in a report to the Panel on the 2nd December 2013, it was agreed that the following were required:-

- A clear understanding of roles and responsibilities between the partners be required and agreed through protocols.
- Local Authority Scrutiny Panels should share work programmes with the Police and Crime Panel to help with the development of South Yorkshire wide priorities.

It was hoped that the report would stimulate the discussions around the establishment of a joint working protocol between the Police and Crime Panel and the four Crime and Disorder Committees and could lead to a formal working arrangement.

The appendices attached to the report contain two examples of such working protocols and the Panel were requested to consider which elements of these examples would usefully be included in a first draft for South Yorkshire. It was then proposed to discuss this draft further with the four Crime and Disorder Committees prior to agreeing it in its final format.

Jo Sykes, an officer from Sheffield City Council and an Independent Member of West Yorkshire Police and Crime Panel, gave a brief overview of the success of the protocol serving West Yorkshire, how it assisted the Panel with recognising the needs and concerns of local communities, how it assisted with holding the Police and Crime Commissioner to account, working in partnership at Panel Meetings, how to influence the Police and Crime Plan and the regular exchange of information and intelligence, co-ordinating work programmes and alignment of membership where possible.

The Panel welcomed the opportunity for joint working with the aim of pooling resources to tackle similar elements of concern such as domestic abuse, anti-social behaviour and child sexual exploitation, the sharing of good practice to avoid duplication and suggested that officers draw up a similar joint working protocol based on the evidence and success of the

two protocol examples submitted and for this to be presented for consideration at a future meeting once this had been shared with the four Crime and Disorder Committees.

Resolved:- (1) That a draft working protocol be developed and agreed with the four Crime and Disorder Scrutiny Committees.

(2) That the Joint Working Protocol be submitted to a future meeting for approval.

J36. POLICE AND CRIME PANELS - THE FIRST YEAR

Consideration was given to a report presented by Deborah Fellowes, Scrutiny Manager, which provided details of a report from the Centre for Public Scrutiny entitled "Police and Crime Panels: the first year" and a helpful overview of the challenges identified during the first year of operation.

Reference was made to the issues highlighted in the report, particularly in respect of scrutiny and development of the budget and how the Panel may develop its work in these areas. The report also highlighted what good Police and Crime Panels looked like and some progress had already been made in this area.

The report also referred to the joint working protocols between the Panel and the Police and Crime Commissioner and this Panel had established early in its formation a Memorandum of Understanding with the Police and Crime Commissioner and it was probably timely for this to be revisited.

Reference was also made to the tools and resources available to the Panel to ensure it remained effective and whether there needed to be further exploration of this in the future.

The Panel having considered the report were in agreement that the Memorandum of Understanding should be reviewed, that consideration should be given to joint working with further exploration about the resources available to the Panel and were confident that the work that had now commenced on the website would seek to improve communication and transparency.

The report also made reference to the role of Independent Members and the value of the expertise and perspective they provided alongside the background and knowledge of Elected Members with some further consideration being given to additional training.

The suggestion that Panel Members should receive quarterly finance, performance and risk monitoring reports against the Police and Crime Commissioner's priorities was welcomed and this was something the Panel wished to progress further.

Resolved:- (1) That the report be received and the contents of the CfPS report "Police and Crime Panels: the first year" be noted.

(2) That the Monitoring Officer be responsible for collating and submitting the recommendations to the Police and Crime Commissioner that would improve the scrutiny of his priorities.

(3) That the Memorandum of Understanding be subject to further consideration and review and any revisions agreed formally by the Police and Crime Panel.

J37. WORK PROGRAMME AND MEETING DATES 2014/15

Further to Minute No. 29 of the meeting of the Police and Crime Panel held on 31st January, 2014, consideration was given to a report presented by Deborah Fellowes, Scrutiny Manager, confirming details of the work going forward for the Panel and the dates for 2014/15.

Dates for the Task and Finish Groups would be confirmed going forward, especially around the Performance Management Framework and Domestic Abuse.

The next meeting would see agenda items on the refreshed Police and Crime Panel and the Police and Crime Commissioner's response to the H.M.I.C. report on child sexual exploitation.

Resolved:- That the report be received and the contents/dates duly noted.

**POLICE AND CRIME PANEL
2nd May, 2014**

Present:-

Barnsley Metropolitan Borough Council:-

No member present

Doncaster Metropolitan Borough Council:-

Councillor J. McHale

Rotherham Metropolitan Borough Council:-

Councillor J. Akhtar
Councillor T. R. Sharman

Sheffield City Council:-

Councillor R. Davison
Councillor H. Harpham (in the Chair)

Co-opted Member:-

Mr. A. J. Carter

One member of the public was in attendance

Apologies for absence were received from:-

Councillor M. Dyson (Barnsley Metropolitan Borough Council).
Councillor T. Hussain (Sheffield City Council)
Mr. K. Walayat (Independent Co-opted Member)

J38. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) A member of the public attended the meeting and made reference to Minute No. J32(1) of the previous meeting of the Police and Crime Panel held on 31st March, 2014. At that previous meeting, the same member of the public had asked: "Would Elected Members please summarise their efforts to publicise these Panel meetings in their own Council areas to increase awareness and involvement by the public and community groups throughout South Yorkshire?"

The member of the public explained that the recorded decision within Minute No. J32(1) had been complied with, in that he had now received a written response to his question. Panel members were also provided with copies of this written answer.

The member of the public further explained that he had decided to attend today's meeting and ask the same question again to the Panel, because in his opinion he did not consider that the written response provided to him had properly answered his original question.

The Chairman of the Panel advised the member of the public that he should communicate with Panel officials again in writing, stating the reasons why the response provided did not answer his original question. In turn, the Chair agreed to have discussions with the officers responsible for the administration of the Panel about the original question, the written response provided and the further communication to be received from the member of the public. After that discussion, the Chairman will arrive at a judgement on the response provided and decide whether he considers it to be sufficient, or whether an additional response needs to be sent to the member of the public.

(2) Councillor R. Davison stated that he had received a question from a member of the public and wished to raise the matter at this meeting of the Panel, on behalf of that person. The Chairman advised Councillor Davison to submit the question in accordance with the Panel's agreed procedures, for consideration at the Panel's next meeting.

J39. MINUTES OF THE PREVIOUS MEETING HELD ON 31ST MARCH, 2014

Consideration was given to the minutes of the previous meeting of the Police and Crime Panel held on 31st March, 2014.

Resolved:- That the minutes of the previous meeting held on 31st March, 2014 be agreed as a correct record for signature by the Chairman.

J40. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

The following information was noted, concerning matters arising from the minutes of the Panel's previous meeting:-

(a) (Minute No. J35) – Joint Working Protocols – the report will be submitted to the Panel's next meeting, to be held on 30th July, 2014;

(b) (Minute No. J36) – Memorandum of Understanding with the Police and Crime Commissioner - the report will be submitted to the Panel's next meeting, to be held on 30th July, 2014;

(c) (Minute No. J37) – Task and Finish Group for the Internet Website – the report is included on the agenda for this meeting (refer to Minute No. J43 below);

(d) Training for Members of the Police and Crime Panel – the Chairman asked that a report be submitted to the Panel's next meeting, to be held on 30th July, 2014, to facilitate discussion about the training needs of Panel members;

(e) (Minute J36) – Quarterly Finance, Performance and Risk Monitoring Reports – this issue is to be the subject of discussions between officers supporting the Panel and officers of the Police and Crime Commissioner's office, during May 2014. The report to be submitted to the Panel's next meeting, to be held on 30th July, 2014, will include details of the work of the Task and Finish Group established to consider this subject;

(f) (Minute No. J37) – Task and Finish Group about the issue of Domestic Abuse – to date, no members had volunteered to participate in the work of this Task and Finish Group; therefore, this subject will be discussed again at the Panel's next meeting, to be held on 30th July, 2014, when a further attempt will be made to establish the Task and Finish Group.

J41. REPORT OF THE POLICE AND CRIME COMMISSIONER - REFRESHED POLICE AND CRIME PLAN

Further to Minute No. J28 of the meeting of the Police and Crime Panel held on 13th March, 2013, the Police and Crime Commissioner Shaun Wright presented the draft of his refreshed Police and Crime Plan, for the period 2013 to 2107, as required by the Police Reform and Social Responsibility Act 2011. The Act permitted the Police and Crime Commissioner to vary the Plan when required, allowing the Commissioner, in consultation with the Chief Constable and taking account of any recommendations from the Police and Crime Panel, to respond to issues and priorities which emerge during the life of the Police and Crime Plan.

After undertaking considerable public consultation during the past twelve months, the Commissioner has determined that his strategic policing and crime priorities, listed below, remain unchanged:-

- reducing crime and anti-social behaviour
- protecting vulnerable people (especially women and girls)
- improving visible policing

The Commissioner described the contents of the Police and Crime Plan, including the following salient issues:-

: Executive Summary and priorities;

: the Strategic Planning Process – taking account of national policing priorities and the requirements of the Government, via the Home Secretary and Her Majesty's Inspectorate of Constabulary;

- : the National Strategic Intelligence Assessment and the Force Strategic Intelligence Assessment;
- : Operational Policing Priorities – child sexual exploitation; burglary; vehicle crime; violent crime; anti-social behaviour;
- : Policing Requirements for South Yorkshire – neighbourhood policing and working in partnership with other statutory agencies; the delivery of protective services; the management of risk;
- : the need to ensure value for money;
- : improving victim satisfaction, when solving crime (from October 2014, the commissioning of services to help victims of crime and anti-social behaviour recover from their experiences);
- : the proposed establishment of an Ethics Panel, during 2014/15, comprising independent members;
- : the need to tackle serious and organised cyber-crime (and cyber-enabled crime), which makes use of Internet communications;
- : the four policing and crime priorities identified as part of the scrutiny process: child sexual exploitation; violent crime / assaults; anti-social behaviour; domestic violence;
- : the policing and crime priorities identified by the partner organisations in South Yorkshire : the local authorities, Community Safety Partnerships and the Local Criminal Justice Board;
- : crime in South Yorkshire remains at its lowest level for 25 years; however, crime reduction throughout the country has begun to plateau, with some Police forces in England experiencing increases in recorded crime;
- : the Police and Crime Plan contained a range of crime-related statistics;
- : the Police and other agencies will have new responsibilities imposed by the Anti-Social Behaviour, Crime and Policing Act 2014;
- : review of the South Yorkshire Police ‘101’ telephone service, enabling all agencies to have a consistent approach to tackling anti-social behaviour;
- : collaboration with other Police forces and using such collaboration to effect financial savings, as required by Government;
- : establishment of a Victims Commissioning Advisory Board;
- : introduction of the Victims’ Code;

- : ensuring the better management of offenders and effecting more restorative justice;
- : improving performance management within the South Yorkshire Police;
- : continuing to develop partnership working with other agencies and organisations;
- : introduction of the Mental Health Concordat;
- : encouraging more reporting of crime, especially by vulnerable people in the community;
- : improving visible policing – more uniformed officers; use of better technology and mobile working; important role of PCSOs; attempts to increase the number of Special Constables and other volunteer roles; maintaining neighbourhood policing;
- : the budget has £39 millions of reserves, a similar amount to many other Metropolitan Police forces; the proposed uses of the reserves are in three broad areas :
 - reducing future projects' revenue costs ('invest to save')
 - funding reductions in Policing capacity (organisational downsizing)
 - establish a fund for future innovative approaches to tackling crime;
- : the Community Safety Fund grant, previously issued by the Home Office, has ceased and this funding is instead included in the main Police grant;
- : details of the principles of commissioning and the new approach to commissioning of services;
- : reference to the scrutiny of the Police and Crime Commissioner by this Police and Crime Panel.

After the Commissioner's presentation of his Police and Crime Plan, Members of the Police and Crime Panel asked questions and raised the following issues:-

(a) The PCSO officers contribute a great deal to their patrol area and gain much intelligence about crime within the area. It is a source of anxiety for the public that the PCSOs often have to move to a different area, having spent valuable time engaging with the local community. There is the example of a PCSO successfully tackling and reducing drug nuisance in an area of Sheffield; however, this PCSO has since been transferred to a different area. What is the Commissioner's explanation ?

Response – the Police force in the future will have to be a flexible organisation, which means that individuals may have to move positions and are not able to stay for a long time in the same geographical patrol area. The Chief Constable is currently preparing a tenure policy for the PCSOs and will report to the Commissioner later this year. The PCSOs

are a valuable resource, the use of which must be maximised; (nb: there will not be a similar tenure policy for Police officers).

(b) Establishment of the South Yorkshire Police force and numbers of officials; within the force, which senior and ranked officers are in charge of specific areas and services ? Is this information available ?

Response – Members of the Police and Crime Panel will be provided with a structure diagram of the South Yorkshire Police force.

(c) Members of the Police and Crime Panel commended the Commissioner on the quality of his report and Plan.

(d) The proposed Ethics Panel – will this body comprise independent people ?

Response – Yes, all of the members will be independent people and the recruitment process intends to attract the most capable applicants suitable for the role. The purpose of the Ethics Panel will be to hold both the Commissioner and the Chief Constable to account. The Commissioner himself will not be a member of the Ethics Panel.

(e) How does the Commissioner intend to use social media in order to engage with communities ?

Response – the Commissioner recognises the importance of the various social media and intends to make effective use of this range of social media for public communication. Social media is especially important for younger people, who often prefer to communicate in this way. It is also acknowledged that many older people still prefer face-to-face communication.

(f) Providing opportunities for voluntary and community organisations to bid for funding to help reduce anti-social behaviour. How will this process work ?

Response – The proceeds of crime money will be used for the distribution of this type of grant. In addition, some money will be allocated from the budget reserves. The South Yorkshire Community Foundation will be involved in the distribution of small grants (maximum amount of £500) to voluntary and community organisations. The grants will be distributed throughout South Yorkshire. The use of the commissioning budget for victims' support services will begin during the Autumn 2014. The victims' support services are to be provided by voluntary and community organisations.

(g) The South Yorkshire Police recorded the fifth highest volumes of total crime per 1,000 population of the 43 Police forces (2013 figures). Does this statistic reveal a level of under-performance by the force ? Given the amount of the budget reserves, should money be taken from those reserves to try and bolster the force's under-performing areas ?

Response – The level of budget reserves are not dissimilar to those of similar Police forces. The Police and Crime Plan includes details about the proposed use of the budget reserves. It is intended that the proposed

fund for future innovative approaches to tackling crime will utilise £2 millions of the reserves. A further £10 millions will be spent on the renewal of custody suites (an issue inherited from the former South Yorkshire Police Authority). The amount of the legal costs resulting from the Hillsborough football ground inquiry is not yet known. There has to be some provision for this amount within budget reserves, although the Home Secretary is currently considering a request for the Government to underwrite these legal costs. The continuing reductions in public sector spending dictate that budget reserves have to be used wisely. The reserves will be needed each year until at least the 2018/2019 financial year and the planned use of reserves is the most prudent way forward.

(h) Hillsborough football ground inquiry – Members of the Police and Crime Panel asked that they be informed, in due course, about the funding of the legal costs of this inquiry and of the eventual decision of the Home Secretary.

(i) Partnerships with other organisations and commissioning services from voluntary and community organisations. How does the Commissioner ensure that small organisations are not over-looked and how does he ensure that there is engagement with the correct organisations ?

Response – There will be the application of the commissioning principles and the commissioning approach, as detailed in the Police and Crime Plan. Organisations will be required to complete and submit performance reports, at quarterly intervals, which will ensure the careful monitoring of the use of public money.

(j) Members of the Police and Crime Panel again commended the Commissioner for the amount of useful information contained in the Police and Crime Plan. Reference was also made to the Commissioner's recent meeting with Cabinet Members of Rotherham MBC. Is it the case that the South Yorkshire Police force simply aims to achieve a better performance than other forces, but does not actually set any performance targets ? Would the Commissioner please provide an assurance ?

Response – Central Government has made certain changes to performance targets. However, as Police and Crime Commissioner, I believe in having performance targets and priorities firmly in place for the Police force, as well as regular monitoring of performance.

(k) Her Majesty's Inspectorate of Constabulary has referred to the under-recording of crime figures (as many as one in five crimes not being recorded). What is the opinion of the Commissioner about this issue ?

Response – Yes, there is under-recording of many different types of crime, both nationally as well as in South Yorkshire. This factor can undermine the way in which Police forces are able to respond to crimes. There is a possibility Central Government making changes to the way in which the data about crimes is recorded; this is perhaps a politically motivated action to try and show reductions in the level of crime and to justify reductions in budgets.

(I) The march and demonstration by the English Defence League which will take place in the Rotherham town centre on Saturday, 10th May, 2014. The South Yorkshire Police has explained its proposed method of policing this march/demonstration to Members of Rotherham MBC. However, Rotherham's Councillors are unhappy about having to surrender the town centre on that day. In the future, is it possible for the South Yorkshire Police to assess the way in which their policing of these events may affect the whole community, rather than only making decisions about managing the march along a specific route ?

Response – The English Defence League imposes additional pressures, by damaging community cohesion, damaging business because people are reluctant to come and shop in the town and the EDL march disrupts everyday life. It is abhorrent that this type of group activity takes place. The Police force tries to minimise disruption and also has to balance the issue of freedom of speech and expression. The policing of the march on 10th May will be an expensive exercise and therefore I have asked the Home Secretary to offset some of costs. The Police resources will be finalised just before the march begins. It is preferable that the Police force has the statutory powers and is able to contain this sort of demonstration and assembly.

Resolved:- (1) That the report be received and its contents noted.

(2) That the Police and Crime Panel receives the Commissioner's draft Police and Crime Plan, 2013 to 2017, as now submitted and shall provide its comments to the Commissioner by Wednesday 7th May, 2014.

J42. REPORT OF THE POLICE AND CRIME COMMISSIONER - RESPONSE TO THE HMIC REPORT ON CHILD SEXUAL EXPLOITATION

Consideration was given to a report, presented by the Police and Crime Commissioner, Shaun Wright, containing information about the report of Her Majesty's Inspectorate of Constabulary (HMIC) into South Yorkshire Police's Response to the investigation of Child Sexual Exploitation. The appendix to the submitted report contained the text of the response by the South Yorkshire Police and Crime Commissioner to the HMIC report.

The report stated that the protection of vulnerable children in South Yorkshire, especially those at risk of child sexual exploitation, is a priority of the Police and Crime Commissioner. During 2013/14, the Commissioner approved significant financial investment, as well as extra resources for the South Yorkshire Police, to help tackle the problem of child sexual exploitation.

In August 2013, the Commissioner invited the HMIC to provide:-

i) an independent assessment of the effectiveness and resilience of the current arrangements in place within South Yorkshire Police to protect children from sexual exploitation; and

ii) recommendations for improvement.

The HMIC report, resulting from this assessment, was published on 11th November, 2013 and can be obtained from both the Commissioner's and HMIC's website (www.southyorkshire-pcc.gov.uk and www.hmic.gov.uk) respectively.

The report concluded that South Yorkshire Police had made considerable efforts to improve its child sexual exploitation response. However, HMIC considered that the force-led focus and commitment to this was not truly and consistently replicated in all districts. Although there were examples of good and effective practice (most notably in Sheffield), the approach taken to tackling this kind of offending varied significantly across the force's four districts. The report had concluded that there should be a consistent high standard, across the County, for the protection of all children in South Yorkshire.

The recommendations for improvement, arising from the HMIC assessment, were summarised in the report submitted to this meeting.

The Commissioner stated that:-

: child sexual exploitation remains a serious and complex crime, affecting all areas of the country;

: tackling this crime will remain a priority of the Police and Crime Commissioner;

: additional resources will be allocated during the next two years, to the extent that the South Yorkshire Police will move into the top quartile of Police forces in terms of spending on this issue;

: specific resources are now being allocated to the problem, examples being :-

- assisting victims (children and young people) to give evidence in Court
- mapping hot spot areas in the County, to assist the Police response to this crime
- introduction of the use of polygraph testing for alleged sex offenders
- increased resources for the management of sex offenders
- centralised unit within the South Yorkshire Police, in addition to Police staff in the four districts, to tackle child sexual exploitation.

The Commissioner reported that all of the recommendations of the HMIC assessment report have now been implemented within the required timescale. There will be a re-inspection of the South Yorkshire Police, against the report's findings, which is due to be completed before the end of June, 2014. This assessment will be undertaken as part of the national HMIC inspection of Child Protection.

Members of the Police and Crime Panel asked the following questions of the Police and Crime Commissioner:-

(a) arrangements for further reporting – the Commissioner will report further progress within his annual report, as well as providing details of the allocation of resources as part of the budget report;

(b) brief details were explained of the South Yorkshire Police Chief Constable's 'silver-gold-platinum' model of standards for Public Protection Units - future reports will describe the progress of the Police response to the crime of child sexual exploitation, against these standards;

(c) use of best practice operating in other Police forces, as well as sharing South Yorkshire's best practice with other forces – working arrangements are already in place with the West Yorkshire and the Greater Manchester Police forces; operations have also been assisted by the studies of the College of Police Officers; the Commissioner emphasised that, although the sharing of best practice is important, the investigation and solving of crime is the paramount duty of the Police.

Resolved:- (1) That the report be received and its contents noted.

(2) That the Police and Crime Commissioner continue to provide regular reports on the progress being made by the South Yorkshire Police to tackle the crime of child sexual exploitation and a full progress report be submitted to a meeting of this Police and Crime Panel in twelve months' time.

J43. REPORT OF THE TASK AND FINISH GROUP - WEBSITE PROPOSALS FOR THE SOUTH YORKSHIRE POLICE AND CRIME PANEL

Further to Minute No. J28 of the meeting of the Police and Crime Panel held on 31st January, 2014, consideration was given to a report presented by co-opted member Mr. A. J. Carter, concerning the production of an Internet website for the South Yorkshire Police and Crime Panel, which will be developed by the Online Team within Rotherham MBC, the lead authority for the Panel.

The submitted report sought approval to the recommendations made by the newly established Task and Finish Group, which had met on 8th April, 2014, about the options available for developing this website. The Task and Finish Group recommended approval of the development of a "galaxy" site (within the Rotherham MBC website), to include a pen portrait and photograph of every Police and Crime Panel member, as well as the political composition of the Panel. Another recommendation was for the testing of the draft website to be undertaken by representatives of the community, as agreed by the Panel.

It was noted that a similar "galaxy" website was being developed by the West Yorkshire Police and Crime Panel and had been suggested as an exemplar to follow.

It was suggested that the Panel should agree to the work continuing on the development of the website. However, the details about each individual Panel member ought not to be published until after the Annual Meetings of the four constituent local authorities, because of possible changes in the Panel's membership for the 2014/2015 Municipal Year.

Resolved:- (1) That the report be received and its contents noted.

(2) That continuing work on the development of a "galaxy" website for the South Yorkshire Police and Crime Panel, to be hosted by the Rotherham MBC website, be approved, in accordance with the details contained in the report now submitted.

(3) That this matter be considered further at the next meeting of the Police and Crime Panel, to enable decisions to be made about the following issues:-

(a) the inclusion of pen portraits and photographs of individual members of the Police and Crime Panel;

(b) the selection of a group of community representatives to test the prototype website;

(c) the need to investigate the way in which other media may be used to facilitate engagement and interaction with the community at a later stage; and

(d) ensuring that arrangements are in place for the future editing and maintenance of the Panel's Internet website.

(During consideration of the above item, the Chairman, Councillor H. Harpham left the meeting in order to attend a prior engagement. In his place, the Vice-Chairman, Councillor J. Akhtar, assumed the Chair for the remainder of the meeting)

J44. COMPLAINTS

It was noted that two complaints had recently been received which would require consideration by the Police and Crime Panel.

Resolved:- That the Director of Legal and Democratic Services and Monitoring Officer, Rotherham MBC, shall contact Panel Members and arrange a meeting of the sub-committee authorised to undertake the initial consideration of complaints, in accordance with the established procedure.

J45. DATE AND TIME OF THE NEXT MEETING

Resolved:- That the next meeting of the Police and Crime Panel be held at the Town Hall, Rotherham on Wednesday, 30th July, 2014, commencing at 1.00 p.m.

SOUTH YORKSHIRE INTEGRATED TRANSPORT AUTHORITY

06 MARCH 2014

PRESENT: Councillor M Jameson (Chair)
Councillors: L Bramall, I Auckland, B Johnson, A Jones, D Leech,
B Lodge, R Miller, D Nevett, T Rippon and G Smith

H Brier, M McCarthy, M Oades, S Pick and C Tyler (South Yorkshire
Joint Secretariat)

T Belshaw, S Davenport, A Eckford, J Hurley, B Still and D Young (South
Yorkshire Passenger Transport Executive)

A Kemp (South Yorkshire LTP Partnership)

J Bann (Sheffield CC), T Finnegan-Smith (Rotherham MBC) and S King
(Doncaster MBC)

Apologies for absence were received from Councillors:
R Russell

1 APOLOGIES.

Apologies were noted as above.

2 ANNOUNCEMENTS.

T Belshaw informed members that further to the comments made by Network Rail at the last meeting of the Authority regarding weather related issues concerning the Midland Main Line north of Chesterfield; 1 of the 2 lines was closed on 18th February following significant track slippage. Bus service replacements have been in operation. Work to address the situation has been carried out ahead of schedule and normal rail services will resume from Saturday 8th March. Further works to shore up the saturated hillside will continue for the next few months.

It was reported that First South Yorkshire has announced changes to their pricing structure, to be introduced from 30th March. There will be some price rises on single day and week tickets and some new child day and week tickets are to be introduced at a lower price.

It was announced that Rotherham Station has won the Rail Business Awards' Station Excellence award. This has been jointly awarded to SYPTE, Rotherham MBC, Northern Rail and Network Rail.

D Young advised Members that the LGA are being very active in raising concerns in respect of the level at which the government is scaling back funding available to local authorities (a reduction of c40% since 2010) with a key transport related concern being that the government is no longer even meeting the funding levels promised for the core elements of the English National Concessionary Scheme, putting further pressure on local authorities to cut discretionary elements and tendered services. Additional information and press releases are available on request.

The Chair acknowledged that this would be the last meeting of the South Yorkshire Integrated Transport Authority, in advance of the incoming Combined Authority and Transport committee arrangements, and reflected on some of the significant successes of both the Integrated Transport Authority and its predecessor, the Passenger Transport Authority. The Chair thanked officers and Members, past and present, for their dedication and services provided in pursuit of achieving the aims and objectives of the Authority. Successes over the past 40 years noted included:

- The redevelopment of all existing or introduction of new bus interchanges
- The Supertram system, the UK's first modern tramway
- New or improved 'world class' rail stations in all 4 districts
- Park and Ride sites at various interchanges and stations
- The championing of low child fares
- Enhanced concessions for the elderly and disabled prior to the regrettable imposition of central government budget cuts
- The introduction of the Sheffield Bus Partnership and work on further quality contracts
- Numerous industry awards, most significantly the PTE/ITA of the year in 2007 and 2013

3 URGENT ITEMS.

The Chair invited the members of the public present to speak on the decision made at the last meeting of the Authority which endorsed concessionary fare savings.

Questions were raised regarding the legality of the decision to remove the discretionary, locally funded concessionary enhancements and revert to the delivery of the legally prescribed English National Concessionary Travel Scheme, and whether the issue under consideration had been subjected to a human rights impact assessment as part of the public consultation process.

S Davenport (Principal Secretary and Solicitor - SYPTE) indicated that 1 formal letter of legal challenge has been received from Sheffield Citizens' Advice and Law Centre purporting a legal challenge (on the grounds that the decision fails to comply with the public sector equality of duty). This was received on 5th March and will be considered and responded to as per agreed the timescales for such matters.

A member of the public reproached Members for allegedly wasting taxpayers' money, suggesting this could have been used to offset the cuts. It was further suggested that there had been a lack of consultation with the public on the proposed changes.

D Young (Deputy Interim Director General - SYPTE) confirmed that an Equalities Impact Assessment of the proposed changes was undertaken and consultation was undertaken at a strategic level with key organisations representative of all user groups, in particular the Transport4All group. From these engagements it was determined that the overwhelming view reached was that it would be better to protect the continuation of existing tendered bus services and ensure communities are not isolated, a situation which would be more constrictive to accessibility for all service users than the decision to reduce concessionary enhancements.

D Young further noted that the difficulties associated with this decision are recognised but in making the necessary budget cuts, the protection of existing services presents the least 'worst option' for all service users.

A member of the public emphasised to the Authority Members the difficulties that the reductions to the concessionary offer will present and questioned the validity of the term 'service' in respect of public transport.

The Chair provided information to help explain the role of the Authority and SYPTE and that of the public transport operators who may determine ticketing offers on commercial grounds.

D Young acknowledged that the decision to reduce the concessionary offer will have consequences. The Traveline service will continue to advise users on what assistance is available for individual trips.

A member of the public challenged the speed at which Members have responded to letters and emails lodged in respect of this matter. It was confirmed that all relevant correspondence will be addressed.

A member of the public questioned why c£60m is being found to fund the tram train trial between Sheffield and Rotherham. It was confirmed that this is being funded directly by central government and not by the ITA.

A member of the public requested a list of all the organisations engaged as part of the public consultation. D Young confirmed that this information is available and arrangements were made for its provision.

Cllr Bramall reiterated Members' recognition that the cuts will have a direct impact and no pleasure is taken in making such decisions.

A member of the public questioned the apparent disparity between concessionary cuts and the prolific service provision on some specific routes (citing the frequency of the X78 service as an example). B Still (Interim Director General - SYPTE) offered to provide more information to explain how and why services are funded and operated and requested contact details.

Regarding the consultative process, a member of the public suggested that a 'human rights impact assessment' of the matter under consideration would need to be informed by input wider than just service users.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.

RESOLVED - That:

1. Item 17 'Northern Direct Franchise Award' be considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA.

No declarations received.

6 REPORTS FROM AND QUESTIONS BY MEMBERS.

Cllr Nevett appraised past invites to representatives from Peel Holdings / RHADS to attend a meeting of the Authority and asked whether these have been forthcoming. B Still informed members that Peel have apologised for the delay, citing time required to develop and finalise plans prior to presentation, and confirmed they are keen to attend the 30th June meeting of the Transport Committee.

Cllr Nevett informed Members that he was regrettably due to attend the funeral of Cllr John Quinn. Cllr Quinn was a former Mayor of Doncaster and a past member of the Passenger Transport Authority.

Cllr Nevett asked whether any specific road improvements would be forthcoming due to the arrival of the Tour de France in South Yorkshire, noting suggestions that such works are being planned in other regions.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 6 FEBRUARY 2014

Cllr Auckland asked whether the Combined Authority meetings (discussed at item 19 of the minutes of the previous meeting - SCR Combined Authority Transport Committee Governance and Logistic arrangements) will be held in public. B Still confirmed that the meetings will be held in public. The 1st meeting of the Combined Authority will be held on 22nd April, with the venue to be confirmed.

Regarding the 2014/15 budgetary consideration (discussed at item 11) and in light of the previous concessionary fare discussion, Cllr Auckland asked whether the public transport operators are being proactively engaged in respect of proactively finding solution for service users affected by the cuts. Also, what publicity is planned to inform service users of all changes?

The Chair indicated that he had spoken to Brandon Lewis (First) who had indicated that First won't be introducing an operator led concessionary reduced fare but drivers will be instructed to be sympathetic to pass holders who are attempting to use their passes just outside the time limitations.

Regarding communications with service users, D Young reported that briefings have been held with bus, tram and train operators at all stages of the decision making process to ensure front line staff (drivers and conductors) are not inadvertently misinforming passengers. A detailed programme of communication with customers will be introduced now decisions have been made. Community Transport providers are actively informing service users of the new fare structures. The 15k people with concessionary passes who have signed up to receive update by email will be informed accordingly. Poster campaigns on vehicles and in interchanges and press advertisements will be used and partner organisations will be asked to relay information to their own respective members. On-vehicle information will inform users of the FreeBee and 638 services that they will ease operation on 28th April.

In addition, discussions are being held with service operators to consider what services might be retimed to run just after 9.30am.

It was further noted that the Authority is beholden to any additional commercial products that the operators themselves wish to introduce.

Cllr Bramall indicated that Sheffield CC are considering the potential for funding some sort of mitigation for the worst affected people, possibly young people with disabilities travelling to school, however, details are not yet available. Cllr Miller urged the new Combined Authority to continue to consider what can be done to assist the worst affected service users.

Cllr Auckland reiterated that no one likes the decision that has been reluctantly made and welcomed the confirmation that all questions are receiving swift responses. D Young confirmed that in the 1st week following the ITA making the decision, 112 responses were received and 29 in the 2nd week. All correspondence is being responded to as per the Customer Charter (10 day response time) unless complex or legal based questions require additional consideration time.

RESOLVED - That:

1. The minutes of the ITA meeting held on 6th February be agreed to be an accurate record of the meeting.

8 PRUDENTIAL INDICATORS AND ANNUAL INVESTMENT STRATEGY 2014/15

A report was received to present the Prudential Indicators and Treasury Management Strategy for 2014/15 for approval by the Authority in accordance with the Prudential Code for Capital Finance in Local Authorities.

Members were reminded that the Local Government Act 2003 and supporting regulations requires the Authority to "have regard to" the Prudential Code and set Prudential Indicators for the next three years to ensure that the Authority capital investment plans are affordable, prudent and sustainable.

It was noted that in previous years the ITA Treasury Management and Investment Strategy has been part of the South Yorkshire Joint Secretariat "pool" account strategy together with the South Yorkshire Fire Authority and the South Yorkshire Police and Crime Commissioner. Following the proposal by Government for the Barnsley, Doncaster, Rotherham and Sheffield Combined Authority to start on 1 April 2014, there is now a separate investment strategy. The investments will be managed by Sheffield City Council on behalf of the Combined Authority.

RESOLVED - That the Authority:

1. Approves the 2014/15 Treasury Management Policy Statement set out in Appendix A of the report
2. Approves the 2014/15 Treasury Management and Annual Investment Strategy set out in Appendix B of the report
3. Approves the 2014/15 Minimum Revenue Provision Policy Statement set out in Appendix C of the report
4. Approves the 2014/15 Prudential and Treasury Indicators set out in Appendix D of the report

9 APPROVAL OF THE ITA CAPITAL GRANT TO THE SOUTH YORKSHIRE PTE

A report was presented, the purpose of which was to seek the Authority's approval to the provision of a Capital Grant of up to £30.5m to the South Yorkshire PTE in respect of Capital Expenditure incurred by the PTE over a number of previous years.

S Pick reminded Members that in agreeing the Levy for 2014/15 at the February 2014 meeting of the Authority, there was an underlying assumption that the ITA would award a capital grant to the PTE in respect of certain capital expenditure principally in relation to the cost of building the Supertram network. It was anticipated that the grant in question would be sufficient enough to eradicate the PTE's general reserve deficit (£30.5m).

It was noted that because the expenditure was incurred by the PTE rather than the ITA, certain non-local authority accounting requirements have subsequently been applicable which has caused the general reserve deficit to arise within the PTE's accounts. Had the expenditure been incurred by the ITA, different accounting requirements would have applied.

It was noted that the purpose of the ITA granting the award is to move the expenditure from the PTE's accounts to those of the ITA and subsequently the Combined Authority and deliver a change in accounting treatment with effect from 1st April 2014.

The £30.5m deficit may then be written down over a 20 year period at £1.5m p.a. (rather than £3m p.a. for 10 years) and this will thus reduce the annual revenue impact by £1.5m for a period of 10 years, leading to a reduction in the Levy, but the effect of the deficit will be extended for a further 10 years. It was suggested that in recognition of current financial pressures, this would help ameliorate matters.

Members were advised that the ITA, PTE and districts' lead treasury officers have engaged the external auditors (KPMG) throughout and a conclusion has been reached that the ITA is entitled to make this award. However, discussions with KPMG are ongoing and likely to run into the 2014/15 financial year. Further information is being provided to KPMG to validate the claim that sufficient qualifying capital expenditure was incurred and that that expenditure had not previously been the subject of a grant.

KPMG have also queried whether the awarding of a grant in respect of expenditure incurred so long ago (20 years) is legitimate. Internal advice sought through CIPFA suggests no reason to doubt the legitimacy of the proposal although the unusual nature of the proposal has been accepted.

Members were asked to note section 9 of the report pertaining to risks, and essentially that KPMG, whilst in general agreement that the awarding of the grant is legitimate, may seek a counsel's opinion on the extent of the proposed retrospection. It was acknowledged that in the event that some currently unforeseen barrier to the awarding of the grant emerges then this would leave a gap in the PTE budget which will have to be met through either expenditure cuts in year or use of Reserves or a combination of these. It was again noted that all advice received suggests the award can be legitimately made but that counsel's opinion may be necessary prior to the final completion of the Authority's 2013/14 Accounts.

Cllr Jones abstained from the resolution agreement.

RESOLVED - That the Authority:

1. Approves the provision of a Capital Grant of up to £30.5m to South Yorkshire PTE in respect of Capital Expenditure incurred by the Executive over a number of previous years
2. Notes the consequences in the event that some unforeseen barrier to the awarding of the grant subsequently emerges
3. Notes the view from KPMG that a Counsel's opinion on the issue of retrospection might be appropriate.
4. Notes that the receipt of the Grant by SYPTE will eliminate the General Reserve deficit in the Accounts of the SYPTE
5. Notes that the different accounting regulations and requirements applicable to the Authority and its successor body will facilitate the £1.5m (approx.) reduction in the 2014/15 levy which was assumed by the Authority at its February meeting

10 DRAFT 2014/15 LTP CAPITAL PROGRAMME

A report was received to advise Members of emerging proposals (including those for "countywide" activities), for the 2014/15 LTP Capital Programme, from the Integrated Transport (IT) Block funding settlement, and to seek comment / approval of these initiatives. The report also advises the ITA of the latest position with respect to "Commuted Sum" issues in Sheffield.

Members were reminded of the capital funding settlement confirmation from DfT for 2014/15:

- Integrated Transport (IT) block = £16,877,000
 - Highways Capital Maintenance (HCM) block = £9,140,000
- TOTAL = £26,017,000

RESOLVED - That the Authority:

1. Approves the draft 2014/15 LTP Capital Programme (including Partner Submissions, countywide proposals and top-sliced allocations for the LTP Team and Support Services for Cycling & Active Travel
2. Approves the approach to be taken with respect to Commuted Sums applying to Sheffield City Council.

11 BARNSELY, DONCASTER, ROTHERHAM AND SHEFFIELD COMBINED AUTHORITY ORDER 2014: SOUTH YORKSHIRE PASSENGER TRANSPORT PENSION FUND

A report was received seeking Members' approval to establish governance and logistic arrangements for the Combined Authority to undertake its duties and responsibilities as an administering authority of the Local Government Pension Scheme.

Members were informed that the ITA will effectively transfer its 'legal life' seamlessly to the Combined Authority.

RESOLVED - That the Authority:

1. Approves the proposed arrangements ahead of their submission for endorsement to the first formal meeting of the Combined Authority

12 ITA AND SYPTE 2013/14 REVENUE BUDGET MONITORING REPORTS FOR THE 10 MONTHS ENDING 31 JANUARY 2014

Members were presented with a report on the ITA and SYPTE 2013/14 Actual Revenue expenditure reports as at 31 January 2014 compared to budget.

Reasons for variance were presented.

Cllr Nevett questioned the PTE's £335k ascribed to 'known and emerging liabilities'. It was confirmed that this figure relates to the downsizing programme and presents a best estimate. As changes to staffing become known, the amounts recorded will transfer to specific line of revenue expenditure.

RESOLVED:

1. That the ITA Revenue Budget monitoring report and SYPTE Revenue Budget Monitoring report as at 31 January 2014 be noted.

13 LOCAL SUSTAINABLE TRANSPORT FUND REVENUE BID 2015/16

A report was received to update the ITA on the development of the LSTF revenue bid, set out the high-level work plan, the sign-off process and potential schemes that partners are promoting.

Members were reminded that a bid of up to £5m may be submitted and the deadline is 31st March. The bid is building on the successes and lessons learnt from LSTF1 and will focus on improving access to employment.

It was noted that due to the late publication of bidding guidance, the process of developing a bid has been challenging. The submission timescale also requires delegated sign off for the ITA Chair.

Cllr Bramall request that a bid component related to addressing M1 air quality issues be considered. J Bann noted that the bid does feature personalised travel planning which have a modal shift objective away from car usage and would thus help improve air quality. It was also noted that the emerging Strategic Economic Growth plan also considers potential M1 air quality interventions.

It was clarified that a minimum 10% local funding contribution across the programme is required. This is being sought from various sources dependant on the scheme.

RESOLVED - That the Authority:

1. Notes progress and timescales
2. Agrees to provide delegated sign-off of the bid from the Chair of the ITA

14 HIGH SPEED RAIL - NEXT STEPS

A report was received to update Members on the next steps for HS2 activities throughout 2014.

RESOLVED - That the ITA:

1. Notes the actions taken to form the Sheffield City Region (SCR) HS2 Programme Board and proposed work streams for the Programme Board
2. Notes specific SYPTE activity on the connectivity study and FLUTE modelling
3. Notes South Yorkshire's involvement with Manchester and Leeds in a joint HS2 communications group
4. Notes SYPTE working with Leeds City Region and other partners on the eastern leg of Phase 2 of HSR to promote the benefits of HSR

15 MINUTES OF THE SOUTH YORKSHIRE TRANSPORT USERS GROUP HELD ON 22 JANUARY 2014

RESOLVED:

1. That the minutes of the meeting be noted.

16 MINUTES OF THE COMMUNITY TRANSPORT WORKING GROUP HELD ON 6 FEBRUARY 2014

RESOLVED:

1. That the minutes of the meeting be noted.

Cllrs Jameson, Nevett and Miller left the room, Cllr Bramall took the Chair

17 NORTHERN DIRECT FRANCHISE AWARD

A report was received to update Members on the Northern Franchise Direct Award process.

RESOLVED - That the ITA:

1. Notes the report and approves the Executive entering into the Interim Franchise Agreement for the Northern Franchise with the Secretary of State, Northern Rail and the 4 other Passenger Transport Executives, as co-signatory.

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

THE AMP TECHNOLOGY CENTRE, BRUNEL WAY, ROTHERHAM, S60 5WG

MINUTES OF THE MEETING HELD ON 22 APRIL 2014

PRESENT:

Councillor Graham Baxter MBE, North East Derbyshire DC
Councillor John Burrows, Chesterfield BC
Councillor Julie Dore, Sheffield CC
Councillor Tony Favell, Peak District NPA
Councillor Sir Steve Houghton CBE, Barnsley MBC
Mayor Ros Jones, Doncaster MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC
Councillor Eoin Watts, Bolsover DC
Councillor Anne Western, Derbyshire CC
Karl Battersby, Rotherham MBC
Huw Bowen, Chesterfield BC
Peter Dale, Doncaster MBC
David Hewitt, SCR Exec Team
Andrew Frosdick, Barnsley MBC / SCR
Wes Lumley, Bolsover DC / NE Derbyshire DC
James Newman, SCR Local Enterprise Partnership
Ben Still, SCR Exec Team
Diana Terris, Barnsley MBC / SCR
Craig Tyler, SYJS / SCR
Eugene Walker, Sheffield CC / SCR

Apologies for absence were received from Councillors S Greaves, A Rhodes and R Stone

1 PROCEDURAL ITEMS

The meeting was opened by Diana Terris who welcomed the Members, officers and the members of the public present to the inaugural meeting of the SCR Combined Authority.

1.1. Appointment of Chair and Vice-Chair

Nominations for Chair and Vice Chair were invited.

Cllr Dore nominated Cllr Houghton for the Chair of the Combined Authority. This nomination was seconded by Mayor Jones and agreed by the Members present.

Cllr Burrows nominated Cllr Watts for the Vice Chair of the Combined Authority. This nomination was seconded by Cllr Baxter and agreed by the members present.

RESOLVED:

1. That Cllr Sir Steve Houghton CBE is appointed Chair of the SCR Combined Authority for the next year (2014/15).
2. That Cllr Eion Watts is appointed Vice Chair of the SCR Combined Authority for the next year (2014/15).

At this point, Cllr Houghton assumed the Chair of the meeting.

1.2. Appointment of Second Rotational Members for 2014/15 and the Subsequent Order of Rotation

A Frosdick provided Members with an explanation of why the appointment of rotational Members is required. Such appointments ensure the Authority has a majority of constituent Members.

It was noted that the principle of appointing rotational Members will be adhered to until there is an amendment to the obligating primary legislation.

It was confirmed that there is no requirement for rotational Members to attend Authority meetings unless required.

Rotational Members nominations from the constituent districts were confirmed as:

- Cllr Alan Gardiner (Barnsley MBC)
- Cllr Bill Mordue (Doncaster MBC)
- Cllr Paul Lakin (Rotherham MBC)
- Cllr Leigh Bramall (Sheffield CC)

It was suggested that with the Combined Authority Chair being provided by Barnsley MBC, an alphabetic system of rotational Member appointments should be assumed, commencing with Doncaster MBC and Rotherham MBC.

RESOLVED:

1. That Cllrs Gardiner, Mordue, Lakin and Bramall be appointed as the Combined Authority's rotational Members
2. That Doncaster MBC and Rotherham MBC provide the rotational Members for 2014/15 (to be followed by Sheffield CC and Barnsley MBC).

1.3. Appointment of Clerk to the Combined Authority

RESOLVED:

1. That Diana Terris be appointed Clerk to the SCR Combined Authority.

1.4. Apologies

Apologies were recorded as above.

1.5. Announcements

No announcements noted.

1.6. Urgent Items

No items received.

1.7. Items to be Considered in the Absence of the Public and Press

No items received.

1.8. Voting Rights for Non-Constituent Members

A Frosdick provided Members with an explanation of how the voting rights for non-constituent Members will operate.

It was noted that whilst non-constituent Members do not have automatic voting rights such rights may be conferred on an item by item basis. The starting point and default position being that all matter will be decided on a SCR (i.e. 9 local authority) basis unless there is a very good reason why this should not be the case.

1.9. Declarations of Interest by Individual Members in Relation to Any Item of Business on the Agenda

No declarations noted.

1.10. Reports from and Questions by Members

No items received

1.11. Receipt of Petitions

The Authority was presented with a petition from Sheffield for Democracy calling for a number of amendments to be made to the constitution.

In receiving the petition, the Chair noted that the constitution may still be considered 'draft' and subject to further revisions. The Chair therefore instructed officers to engage with Sheffield for Democracy to discuss their proposed amendments and consider how they may inform any future revisions.

It was agreed that a formal letter of response would be sent to Sheffield for Democracy once the matter had been given due consideration.

RESOLVED:

1. That officers working on behalf of the SCR Combined Authority engage directly with Sheffield for Democracy members.
2. That a formal letter of response be provided once the matter has been duly considered.

2 ITEMS FOR DECISION

2.1. Combined Authority - Constitution and Financial Regulations

A report was received summarising the key constitutional and administrative documents prepared for the Combined Authority and inviting the appointment of a number of key posts and roles.

It was noted that the Sheffield City Region Combined Authority is a statutory body akin, in many ways, to a local authority. Accordingly, the Combined Authority must have in place a Constitution, Financial Regulations and various other legal and procedural documents.

It was noted that the documents have been drafted in line with the wishes of Sheffield City Region Leaders, who have given a steer on various matters since the Scheme and Governance Review documents were submitted to Government in April 2013.

It was noted that the Constitution will remain subject to review and that recommended amendments will be reported to the Authority for ratification.

It was requested that appropriate reference to maximising 'social value' in respect of contract evaluation be added to the Constitution and that opportunities to enter into contracts with the Combined Authority be widened to cover the entire city region.

Members were asked to note the Members nominated to sit on the Transport Committee. It was noted that an appointment for Bassetlaw DC is awaited. It was agreed that the Chair of the Transport Committee should be Cllr Bill Mordue (Doncaster MBC) and the Vice Chair Cllr Leigh Bramall (Sheffield CC).

The Membership of the Transport Committee for 2014/15 was confirmed as:

- Barnsley MBC Cllr David Leech
 Cllr Roy Miller
- Bassetlaw DC TBC

- Bolsover DC Cllr Eoin Watts
- Chesterfield BC Cllr John Burrows
- Derbys Dales DC Cllr Lewis Rose OBE
- Doncaster MBC Cllr Bill Mordue
 Cllr Mick Jameson
 Cllr Richard Alan Jones
- NE Derbys DC Cllr Graham Baxter MBE
- Rotherham MBC Cllr Richard Russell
 Cllr Gerald Smith
- Sheffield CC Cllr Leigh Bramall
 Cllr Bob Johnson
 Cllr Bryan Lodge
 Cllr Tim Rippon
 Cllr Ian Auckland

It was noted that the Transport Committee will consider its delegated responsibilities (as reported to previous SCR Leaders' Group meetings) at its first meeting and report any issues by exception.

Members and officers requested that their thanks to Andrew Bullock (Sheffield CC) and the officers of the districts and SCR Executive Team for their assistance with devising the draft constitution be placed on record.

RESOLVED:

1. That the Constitution, as presented, is approved.
2. That the Common Seal is adopted and will be affixed to the minutes of the first meeting of the Combined Authority.
3. That Ben Still is appointed as Interim Head of Paid of Service / Chief Officer of the Combined Authority.
4. That Eugene Walker is appointed as Section 151 Officer and Director of Finance to the Combined Authority.
5. That Andrew Frosdick is appointed Monitoring Officer to the Combined Authority.
6. That the Members of the Transport Committee be appointed as noted.
7. That the Chair and Vice Chair of the Transport Committee be appointed as above.
8. That the Transport Committee will give further consideration to its delegated responsibilities at its first meeting and report any issues by exception to the next meeting of the Combined Authority.

2.2. Scrutiny Arrangements

A report was presented requesting the Authority's consideration of the approach to arrangements for Overview and Scrutiny in response to recent informal guidance issued on behalf of the Secretary of State.

In discussion, it was agreed that the scrutiny function should be of political balance, and the overseeing group should be chaired by a Member of the majority party (Labour) from a non-constituent district.

2.3. Integrated Infrastructure Investment Plan

A report was presented requesting Members support in principle for the development of a city region wide Integrated Infrastructure Investment Plan (SCRIP) and requesting support for the SCR Executive Team leading a process to define the potential scope of the plan.

Members were reminded of activity being undertaken locally in respect of the Government's Single Local Growth Fund for 2015/16 which includes previously announced allocations through DfT devolved majors and then further funds as yet unallocated

It was noted that the Strategic Economic Plan (SEP) process has highlighted the need and opportunity for a city-regional level Integrated Infrastructure Investment Plan; and that this plan would be the basis of agreed strategic priorities and future investment decisions.

It was noted that the core ask in the SEP is for accelerated funding to enable the existing SCRIF programme to be delivered faster which will then free up future years devolved funding for additional projects coming out of the proposed infrastructure plan and that the proposal is for the Infrastructure Plan to highlight further infrastructure to support the delivery of key investment priorities. This process would be underpinned by a spatial and economic evidence base, using partners existing plans as the basis in the first instance.

It was agreed that the views of the LEP Board members should also be sought.

RESOLVED, That the Combined Authority Members:

1. Support the principle to develop a proposal for a city region scale Integrated Infrastructure Investment Plan (SCRIP) and underpinning economic and spatial evidence.
2. Support that SCR Executive Team leading a process to define the potential scope of the plan. With a future LEP Board paper to option, the principles, governance, resourcing and delivery for SCRIP.

3 ITEMS FOR INFORMATION

3.1. Combined Authority - Continuity Report

A report was presented to provide a brief overview of the Combined Authority's revenue budget and capital programme. The report also outlined the treasury management strategy agreed for the Combined Authority by the Integrated Transport Authority, and the work underway to develop formal processes for distributing growth from Enterprise Zones.

J Newman commented on the funding being received via the LEP and the requirement to manage this separately.

The Chair noted that Authority's expectation that full and comprehensive finance reports will be regularly presented for consideration.

B Still informed Members that further information detailing grant funding post 2014/15 has now been received.

RESOLVED, That the Combined Authority Members:

1. Note the updates provided with regards to the revenue budget and the capital programme.
2. Note the short term breach of parameters on investments, and actions take to address the position.
3. Note the work being undertaken to develop and formalise the distribution of growth from Enterprise Zones.

3.2. Rail North

A report was received to provide an update on the progress of the partnership approach to procurement and management of the Northern and Transpennine Express Franchises due to commence in February 2016.

It was noted that the devolution of rail franchises is a key 'ask' of the Sheffield City Region Deal and the other first tranche city deals in the North. The Government has since said it is not able to support full devolution at this stage and as a result a partnership is being developed for procurement and management of the Northern and Transpennine Express rail franchises with the Department for Transport.

Members were reminded that the principles of a partnership approach were agreed between Rail North Leaders and the Secretary of State for Transport in January 2014 and supporting structures to support this are now being established. The political governance arrangements to support Rail North are now being developed.

It was noted that the partnership approach offers opportunities to better integrate rail and local economic planning in the Sheffield City Region, particularly through alignment with the Strategic Economic Plan.

It was noted that further updates will be presented as the initiative develops.

RESOLVED:

1. That the Authority Members note progress on developing a partnership approach to the procurement and management of the Northern and Transpennine Express franchises with the Department for Transport

3.3. Minutes of the ITA Meeting held on 6 March 2014

RESOLVED:

1. That the minutes of the ITA meeting held on 6 March 2014 be noted.

4 ANY OTHER BUSINESS

4.1. Location of Future Meetings

Members considered suitable locations for future Combined Authority meetings, agreeing to observe principles of accessibility and cost efficiency, i.e. using buildings in Local Authority ownership.

Dates of future meetings were noted.

RESOLVED:

1. That the Combined Authority meetings for 2014/15 will be held at Rotherham Town Hall.

4.2. Registered Address of the Combined Authority

Consideration was given to where may provide an appropriate registered address for the Combined Authority. 18 Regent Street, Barnsley was proposed given that this location hosts the Authority's governance staff.

RESOLVED:

1. That 18 Regent Street, Barnsley, S70 2HG be the registered address of the Sheffield City Region Combined Authority.

4.3. South Yorkshire Passenger Transport Pension Fund Committee (Pension Fund Committee)

Members were acquainted with the responsibilities held by the Pensions Fund Committee and informed that under the Integrated Transport Authority (ITA) arrangements; ITA Members constituted the Pensions Fund Committee's membership. Following the Combined Authority's assumption of the ITA's statutory and legal responsibilities there is therefore a requirement to agree whether Combined Authority Members should now constitute the Pensions Fund Committee's membership or whether this may be delegated to the members of the Transport Committee.

Prior to a decision being made on the Pension Fund Committees' membership, Members requested a more detailed report to be presented to the next Combined Authority meeting to help explain the scale of the Committee's responsibilities.

RESOLVED:

1. That a report detailing the responsibilities of the South Yorkshire Passenger Transport Pension Fund Committee be presented to the next meeting of the Combined Authority.

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

ROTHERHAM TOWN HALL

MINUTES OF THE MEETING HELD ON 2 JUNE 2014

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC (Chair)
Councillor Graham Baxter MBE, North East Derbyshire DC
Councillor John Burrows, Chesterfield BC
Councillor Joan Dixon, Bolsover DC
Councillor Julie Dore, Sheffield CC
Councillor Simon Greaves, Bassetlaw DC
Mayor Ros Jones, Doncaster MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC
Councillor Roger Stone OBE, Rotherham MBC

Huw Bowen, Chesterfield BC
Andrew Frosdick, Barnsley MBC / SCR
Matt Gladstone, Barnsley MBC
John Hattersley, South Yorkshire Pensions Authority
Martin Kimber, Rotherham MBC
Wes Lumley, Bolsover DC / NE Derbyshire DC
Jo Miller, Doncaster MBC
James Newman, SCR Local Enterprise Partnership
Ben Still, SCR Executive Team
Gareth Sutton, Sheffield CC / SCR
Neil Taylor, Bassetlaw DC
Jim Seymour, Derbyshire CC
Craig Tyler, SYJS / SCR

Apologies for absence were received from Councillors T Favell, A Rhodes, E Watts and A Western

1 APOLOGIES

The Chair welcomed Members, officers and the members of the public present to the meeting.

Members' apologies were noted as above.

2 ANNOUNCEMENTS

No announcements were noted.

3 URGENT ITEMS

No urgent items were requested.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

No items were noted.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was confirmed that no items require voting rights to be conferred on non-constituent Members.

6 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

No declarations of interest were noted.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

No reports or questions from Members were received.

8 RECEIPT OF PETITIONS

No petitions were received.

9 MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 22 APRIL 2014

RESOLVED, that:

1. The minutes of the meeting of the Combined Authority held on 22 April are agreed to be an accurate record.

10 COMBINED AUTHORITY SCRUTINY

Members were advised of the options for the composition of a politically proportionate Overview and Scrutiny Committee for the Authority.

It was noted that the production of a formal Authority paper detailing this matter was not possible as the proportional balance figures were dependant on the outcome of the recent local elections. Members were however provided with a briefing paper.

The paper recommended an optimum committee size of 14 Members, to be made up as follows:

- Labour 9
- Conservative 2
- Liberal Democrat 1
- UKIP 1
- Independent 1

It was proposed to convene meetings on a quarterly basis.

Cllr Rose questioned whether the proportional approach would be manageable given each district's varying political make-up and whether the process risked the introduction of unintended consequence.

Members voiced general support for a 14 Member Overview and Scrutiny.

It was requested that officers proceed with inviting informal nominations for membership as opposed to convening a more formal appointments' committee approach.

Some minor revisions to the political balance numbers were provided. It was confirmed these don't affect the overall percentage balance.

It was agreed to review the balance in 12 months after the 2015 elections.

RESOLVED, that:

1. Members agree to establishing an Overview and Scrutiny Committee of 14 members comprised as above and that arrangements be made for the Chair and Vice Chair to meet with the member whose name is put forward to act Chair of the Committee to discuss a proportionate approach to the work of the Committee based on a quarterly cycle of meetings.

11 COMBINED AUTHORITY FINANCE UPDATE

Members were presented with a paper seeking to provide a comprehensive update of the CA's revenue budgets, following on from the outline information provided to the last meeting.

The paper also set out how officers are performing line-by-line due diligence on the inherited budgets from the ITA and the SCR Executive Team to ensure forecasts are accurate, expenditure is properly aligned to business plans, and income generation is being maximised.

The paper outlined ongoing work to develop mechanisms that will allow the business rates growth cash from Enterprise Zones to be passed to the CA on behalf of the LEP.

A summary was also provided regarding the contingent risk the CA inherits as the administering body of the South Yorkshire Passenger Transport Pension Fund

The paper also sought authorisation for a delegated signatory list to enter into financial arrangements on the Section 151 Officer's behalf.

Mayor Jones requested more detailed information to 'spell out' the contingency liability the CA was inheriting in respect of the South Yorkshire Passenger Transport Pension Fund. G Sutton offered to provide a further paper to present breakdown figures and comment on how the situation will be monitored.

Cllr Dixon requested clarity regarding SCR Enterprise Zone income. G Sutton confirmed that income from zones in the SCR will flow into the SCR accounts. However, the relationship with D2N2 can be discussed at the next meeting of the finance directors.

RESOLVED, that the CA Members

1. Note the work being done to scrutinise budgets, and ensure they are effectively supporting business delivery
2. Note the work being done to develop mechanisms to pass Enterprise Zone Growth cash from billing authorities to the CA
3. Note the contingent risk the CA has inherited as part of its function as the administering body of the SYPTPF
4. Notes the Finance Director's actions in authorising, pursuant to paragraph 1.3 of Section E Part 4 of the Authority's Constitution, those officers listed in the report to exercise on his behalf and in his name his delegated powers set out in paragraphs 4.1-4.12 and 4.17 of Section E Part 4.

12 ECONOMIC BASELINE AND IMPACT OF KEY INITIATIVES FOR SCR

B Still provided Members with a presentation detailing SCR's statistical economic baseline and key initiatives to increase the number of people in work, the productivity of each worker, the proportion of people in higher skilled occupations and the number of businesses locally.

Information was provided in respect of each 'ambition' and how the success of these will be measured.

It was noted that reports will be presented to future meetings to update Members on activity towards delivering the ambitions.

Cllr Stone asked how actual improvements will be measured. B Still confirmed that a target-based performance framework will be developed. This will be presented to a future CA meeting.

Cllr Dore asked whether any feedback had been received from Government on the revenue funding contained in the growth plan. B Still noted that most announcements received to date have commented on capital funding. The Government has indicated that there will be some revenue funding for growth hubs but formal notification is awaited.

J Miller reiterated the importance of combining the best each SCR district has to offer and presenting potential inward investors with '1 key to the door' for the SCR.

B Still concurred with this ethos and noted how start up processes are being made as efficient and streamlined for businesses as possible.

RESOLVED, that:

1. The contents of the presentation are noted.
2. Further reports will be presented to future meetings of the CA.

13 SOUTH YORKSHIRE PASSENGER TRANSPORT PENSION FUND

A report was presented advising Members of the need to provide for appropriate continuity for the Administration of the South Yorkshire Passenger Transport Pension Fund (PTPF) for which the CA has acquired responsibility as Administering Authority from the former ITA.

A factsheet was also provided for Members' information and a list of the principle responsibilities of an administering authority and Members' roles and responsibilities.

Consideration was given to whether the former members of the Passenger Transport Pension Fund Committee who are all now members of the Transport Committee might be best placed to discharge these functions and continue to sit on the PTPF Committee to provide continuity whilst consideration is given to any longer term requirements.

Noting the £33m notional deficit, J Hattersley advised Members that this is being repaid by First Group over a 10 year recovery period (to 2023). It was further noted that this particular pension fund is closed to new entrants and thus forecasts are more predictable.

Members were also advised that the PTPF Committee is attended by Trade Union and professional advisors to provide further assurance and comply with Financial Conduct Authority regulations.

It was noted that the PTPF has outperformed other funds.

RESOLVED, that:

1. The Director of Finance will undertake a review of the arrangements for the management of the South Yorkshire Passenger Transport Pension Fund and submit a further report to members to consider how the Authority should most appropriately discharge its functions as Administering Authority for the Fund having regard to Members fiduciary obligations.
2. To ensure that Members fiduciary obligations are properly discharged in the interim and to provide for appropriate continuity the Authority delegate its functions as Administering Authority to a Committee of the Authority to be drawn from the former members of the Passenger Transport Pension Fund Committee of the former Integrated Transport Authority who are now members of the Transport Committee of the Combined Authority.
3. That the Committee be designated as the South Yorkshire Passenger Transport Pension Fund Committee.
4. That the terms of reference of the Committee be approved as set out in section 3.1 of the Appendix 3 to the report.

5. That Director of Finance will report to the Authority as appropriate during the interim as to the administration of the Fund in addition to the Authority receiving the minutes of meetings of the Committee

14 HIGH SPEED RAIL PROGRAMME BOARD

A paper was presented to inform Members of the actions undertaken at the HS2 Programme Board inception meeting held on 1 April 2014

Members were reminded of the SCR's general support for the report published by Sir David Higgins, HS2 Chairman, in which he states his aims to bring the programme for HS2 forward by 3 years which would bring the benefits to the north sooner and to start construction of HS2 stations in the north first.

The reasons for establishing a HS2 Programme Board, capable of providing advice to the Combined Authority and to oversee plans to ensure Sir David Higgins' tests of preparedness are met, were noted.

Members were advised of the reasons for developing an Engagement Strategy. It was noted that this will help ensure the benefits of HS2 are realised for the eastern leg and gain the maximum benefit from all available engagement channels.

Members were reminded that the SCR LEP and HS2 Ltd hosted a supply chain seminar at the AMP Technology Centre in Rotherham on 30th April 2014. Various industry experts spoke with local business leaders about supply chain opportunities. The aims of this work are now being taken forward by the Media, Communications and Engagement Task and Finish Group and a plan will be developed to ensure that SCR businesses are aware of the many opportunities that the HSR project can offer.

It was noted that on 30 April 2014, a SCR response to the Government's consultation on the location of the HS2 College was submitted. This was developed by Doncaster MBC following a decision by the SCR Local Enterprise Partnership Board that a single site in Doncaster was the preferred location for this within SCR.

It was noted that a number of additional task and finish groups have or are to be convened.

Questions from members were invited.

J Newman asked how and the extent to which the private sector is being engaged. M Kimber noted that the importance of private sector engagement has been duly recognised and the private sector will be represented on the HS2 Programme Board. The private sector's contribution to developing and promoting the HS2 college bid is also noted.

Cllr Stone noted the importance of ensuring that the SCR and other eastern leg areas speak with 1 voice on HS2.

Regarding the HS2 college bid, J Miller acknowledged the important support being received from local rail engineering businesses. Members were also urged to visit

the BusinessDoncaster website where pledges of support for the bid can be formally lodged.

Cllr Burrows reiterated support for the notion of HA being constructed from the North to South.

RESOLVED, that Members:

1. Approve the formation and operation of HS2 Task & finish groups to determine work needed to be in a state of preparedness for the station locations currently being considered by the Secretary of State.
2. Approve the concept of an SCR HS2 'engagement strategy'.
3. Note that a detailed work programme, resource implications and options for meeting the "state of preparedness" will be submitted to a future meeting.

15 MINUTES OF THE SCR COMBINED AUTHORITY TRANSPORT COMMITTEE HELD ON 19 MAY 2014

RESOLVED, that:

1. The minutes of the meeting of the SCR CA Transport Committee held on 19th May be noted

16 DRAFT AGENDA FOR THE MEETING OF THE SCR COMBINED TRANSPORT COMMITTEE TO BE HELD ON 30 JUNE 2014

Members were provided with a draft list of items to be considered at the next meeting of the Transport committee on 30th June.

RESOLVED, that:

1. The items for consideration be noted.

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

17 FEBRUARY 2014

PRESENT: Councillor A Atkin (Chair)

**Councillors: A Buckley, A Cave, T Fox, C Ross, S M Richards,
J Satur and D Woodhouse**

**S Pick, M Jaworski, M McCarthy, L Noble and M McCoole
(South Yorkshire Joint Secretariat)**

**J Courtney, M Shaw, S Chu, B Sandy and J Roberts (South
Yorkshire Fire & Rescue Service)**

(BMBC)

**Apologies for absence were received from Councillors
J Andrews, A Bosmans, I Hussain and S Phillips**

1 APOLOGIES

Apologies for absence 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 14 entitled ‘Construction of New Fire Stations at
Birley and Parkway’ be considered in the absence of the public and press.**

**5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO
ANY ITEM OF BUSINESS ON THE AGENDA**

None.

6 REPORTS BY MEMBERS

**Councillor Richards wished to convey thanks to the firefighters involved in
successfully evacuating the elderly residents at the Roman Ridge Sheltered
Housing, Sheffield last week.**

Councillor Richards made reference to the assistance being provided by SYFR crews: The High Volume Pump (HVP) deployed in Somerset and a water rescue appliance deployed in Berkshire.

The Chief Fire Officer referred to an additional request for assistance received from the South of England; the Service would be deploying two appliances with crews, two station managers and a group manager.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 27 JANUARY 2014

RESOLVED – That the minutes of the meeting of the Authority held on 27 January 2014 be agreed and signed by the Chair as a correct record.

10 BUDGET, PRECEPT AND COUNCIL TAX 2014/15

A report of the Clerk and Treasurer and Chief Fire Officer and Chief Executive was submitted informing the Authority that it must set its Precept and Council Tax for 2014/15 by 28 February 2014. The first draft 2014/15 Revenue Budget and Capital Programme was considered by Members at the January 2014 Authority meeting.

Members considered whether to accept the Government's offer of a grant, for a two year period, and accordingly freeze the Band D Council Tax in 2014/15.

Members also considered the impact on reserves of funding the new appliances at a cost of £2.5m from revenue. Whilst a decision could be taken at the meeting, it would be possible to review the position later in the year in light of any further information which would be provided via budget monitoring reports, updates to the Medium Term Financial Strategy and the Treasury Management Strategy.

RESOLVED – That Members:-

- i) Approved the Authority's 2014/15 Revenue Budget at Appendix A.
- ii) Approved the Capital Programme as set out in Appendix B and approved the funding of the new appliances from revenue at a cost of £2.5m.
- iii) Approved the Treasury Management and Investment Strategy at Appendix C including:-
 - Affordable Borrowing Limits and Prudential Indicators.
 - The Minimum Revenue Provision Statement.

iv) Agreed to increase Band D Council Tax by 1.975% for 2014/15 and approved the following in accordance with the Local Government Finance Act 1992, Sections 40 and 49:

- A Council Tax Requirement of £21,160,230
- A Basic Amount of Council Tax of £65.04
- The following amounts in respect of categories of dwellings listed in different valuation bands:

Valuation Bands	Rounded
Band A	43.36
Band B	50.59
Band C	57.81
Band D	65.04
Band E	79.49
Band F	93.95
Band G	108.40
Band H	130.08

- The precepts payable by each Billing Authority:

Barnsley	3,821,204
Doncaster	4,830,326
Rotherham	4,174,203
Sheffield	8,334,497
Total	21,160,230

v) Councillors Ross and Woodhouse voted against an increase in Band D Council Tax for 2014/15.

11 CYCLE OF AUTHORITY MEETINGS 2014/15 - ROLLING PROGRAMME

A report of the Clerk and Treasurer was submitted which proposed a cycle of Authority meetings for 2014/15.

RESOLVED – That Members agreed the following cycle of meetings for 2014/15:-

31 March 2014*
28 April 2014*
19 May 2014*
30 June 2014 – Annual Meeting*
28 July 2014
29 September 2014
27 October 2014

24 November 2014
26 January 2015
16 February 2015
30 March 2015
27 April 2015
18 May 2015
29 June 2015 – Annual Meeting

*These meetings are already scheduled.

The meetings have been scheduled to commence at 10.00 am, at the Offices of the South Yorkshire Joint Secretariat, Regent Street, Barnsley, unless stated otherwise.

12 QUARTER THREE CORPORATE PERFORMANCE REPORT 2013-14

A report of the Chief Fire Officer and Chief Executive was submitted which provided Members with the Quarter Three Performance Report for 2013/14.

Councillor Buckley commented that the Scrutiny Board had examined the performance report in detail, and Members were happy with comments received from the Service.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Scrutinised and commented on the information presented in the report.

13 MINUTES OF THE AUDIT COMMITTEE HELD ON 27 JANUARY 2014

RESOLVED – That the minutes of the Audit Committee held on 27 January 2014 be noted.

14 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

15 CONSTRUCTION OF NEW FIRE STATIONS AT BIRLEY AND PARKWAY

A report of the Chief Fire Officer and Chief Executive was submitted regarding the construction of new fire stations at Birley and Parkway.

RESOLVED – That Members:-

- i) Agreed to the continuation of the project.

- ii) **Acknowledged the projected increase in capital expenditure required to complete the project.**
- iii) **Acknowledged that Mott McDonald and Rider, Levett, Bucknall (RLB) were acting on behalf of South Yorkshire Fire and Rescue Authority and would continue to monitor and seek to reduce the cost of this project.**
- iv) **Would receive a future paper seeking approval for capital expenditure to support the completion of the project.**
- v) **Councillor Fox voted against the decisions made, and Councillor Richards abstained.**

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

31 MARCH 2014

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Bosmans, A Buckley, A Cave, I Hussain,
S Phillips, C Ross, S M Richards, J Satur and D Woodhouse

S Pick, M McCarthy, L Noble and M McCoolle (South Yorkshire
Joint Secretariat)

J Courtney, M Shaw, S Chu, B Sandy, J Roberts and M Wright
(South Yorkshire Fire & Rescue Service)

J Bell, F Foster and A Frostdick (BMBC)

Apologies for absence were received from Councillors T Fox

1 APOLOGIES

An apology for absence was 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 the following agenda items be considered in the absence of the public and press:-

Item 17 'Minutes of the Appointments Committee held on 3 March 2014'

Item 18 'Minutes of the Appeals Committee held on 6 March 2014'

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

None.

6 REPORTS BY MEMBERS

Councillor Bosmans referred to the recent announcement from the CLG regarding the Transformation fund to incentivise collaboration and shared services. He

queried whether the Collaboration and Shared Services Task and Finish Group should be revived to look at the existing joint working, collaboration and shared services, and to consider potential bids to the Transformation fund.

Councillor Andrews agreed that the Task and Finish Group should meet. He also commented that the Police and Crime Commissioner had called a meeting of relevant stakeholders to discuss ways of sharing services.

Councillor Richards referred to the recent LGA Fire Conference which had been attended by Councillors Phillips, Buckley and herself. She undertook to prepare a paper for circulation to Members. Councillor Richards had also attended an SYFR Middle Managers' meeting to share with them some of the salient points from the Conference.

Councillor Richards referred to the Service's recent charity car wash, and wished to apologise, on camera, to Elm Lane Fire Station for having had her car washed by Mansfield Road Fire Station.

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 FEBRUARY 2014

RESOLVED – That the minutes of the meeting of the Authority held on 17 February 2014 be agreed and signed by the Chair as a correct record.

10 MANAGEMENT ARRANGEMENTS AND OPERATING AGREEMENT BETWEEN BARNESLEY METROPOLITAN BOROUGH COUNCIL AND SOUTH YORKSHIRE JOINT SECRETARIAT

A report of the Clerk and Treasurer was submitted which advised the Authority as to proposals for alterations to the senior management arrangements within Barnsley Council to support the South Yorkshire Joint Secretariat, and sought approval to the necessary amendment of the existing Operating Agreement between the Council and the Joint Authority to reflect the changes.

RESOLVED – That:-

- i) The Authority approved appropriate alterations to the existing Agreement with Barnsley Council.
- ii) The Chief Executive of Barnsley Council be appointed Clerk and Head of Paid Service to the Authority with effect from 1 April 2014.
- iii) The Director of Finance, Property and Information Services of Barnsley Council be appointed Proper Officer for administration of the Financial Affairs

of the Authority pursuant to Section 73 of the Local Government Act 1985 with effect from 1 April 2014.

- iv) The Director of Legal and Governance of Barnsley Council be appointed Monitoring Officer of the Authority with effect from 1 April 2014.
- v) Appropriate amendments be made to the Scheme of Delegation of the Authority in respect of functions presently delegated to the Clerk and Treasurer.
- vi) Councillor Bosmans requested that Members be consulted prior to any further and more detailed changes to the support arrangements.
- vii) Councillor Richards requested a further report covering the more detailed costs and arrangements to the September FRA meeting.

11 PAY POLICY STATEMENT

A report of the Clerk and Treasurer was submitted which provided the revised Pay Policy Statement for the Authority for 2014/15 for the Authority's consideration, as required under the Localism Act 2011.

Councillor Richards requested details of the annual membership fee the Authority paid for each Brigade Manager and Head of Function to the Chief Fire Officers' Association (CFOA).

RESOLVED – That Members:-

- i) Approved the Pay Policy Statement.
- ii) Would be provided with details of the annual membership fee the Authority paid for each Brigade Manager and Head of Function to the Chief Fire Officers' Association (CFOA).

12 SYFR WORKFORCE PROFILE 2012/13 AND EQUAL PAY UPDATE 2013

A report of the Chief Fire Officer and Chief Executive was submitted which provided Members with details of SYFR Workforce Profile 2012 and 2013 and Equal Pay Update 2013, attached at Appendix A to the report.

Councillor Bosmans gave assurance to Members that the issue had been widely discussed at the Workforce and Organisational Board meeting held on 19 March 2014.

RESOLVED – That Members considered, discussed and approved the report and SYFR Workforce Profile 2012 and 2013 and Equal Pay Update 2013 and recommendations contained within the report at paragraph 13, including taking forward the improvement actions identified in the report.

13 REVIEW OF MEMBERS' ALLOWANCE SCHEME

A report of the Clerk and Treasurer was submitted which provided Members with a summary of the Independent Review of Members' Allowances requested at the 30 September 2013 Authority meeting, and ratified at the Policy Development Group on 14 October 2013.

RESOLVED – That Members:-

- i) Noted the conclusions of the Independent Review of Members' Allowances.
- ii) Accepted the recommendations made as set out in paragraphs 15-20 of the report, and at pages 3 and 4 of the Review report at Appendix A.
- iii) Agreed that the increases should be effective from 31 March 2014, with no back dating.
- iv) Approved the amendments to the Members' Allowance Scheme as set out in the report.
- v) Accepted the recommendation at page 17, paragraph 55 of the report, that passenger rates be revised to 5p per passenger per mile, so that there was no tax liability on behalf of the Member carrying passengers to approved duties.

14 NEW PERFORMANCE FRAMEWORK FOR 2014/15

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which presented the South Yorkshire Fire and Rescue Service's (SYFR's) Performance Framework, which was reviewed annually to ensure it reflected the Service's key priorities, and that outcomes which related to priorities were monitored.

RESOLVED – That Members noted the contents of the report.

15 BUDGET MONITORING APRIL 2013 TO JANUARY 2014

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which informed Members of the latest projected outturn position for 2013/14, currently estimated as an underspend of £274,000. This was based on known costs up to and including the end of January 2014 and projected costs for the remainder of the year.

RESOLVED – That Members noted the contents of the report.

16 KEY ISSUES FROM THE WORKFORCE AND ORGANISATIONAL (WOD) BOARD HELD ON 19 MARCH 2014

Members were provided with a summary of the key issues discussed at the Workforce and Organisational Development Board (WOD) held on 19 March 2014.

Councillor Richards appreciated that the WOD Board were taking the recruitment of female staff seriously, and looked forward to sight of the progress report at the next WOD Board meeting.

RESOLVED – That Members noted the contents of the report.

17 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

18 MINUTES OF THE APPOINTMENTS COMMITTEE HELD ON 3 MARCH 2014

RESOLVED – That the minutes of the Appointments Committee held on 3 March 2014 were noted.

19 MINUTES OF THE APPEALS COMMITTEE HELD ON 6 MARCH 2014

RESOLVED – That the minutes of the Appeals Committee held on 6 March 2014 be noted.

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

28 APRIL 2014

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Bosmans, A Buckley, A Cave, T Fox, I Hussain,
S Phillips, C Ross, J Satur and D Woodhouse

M Jaworski, M McCarthy, L Noble, R Bywater and M McCoole
(South Yorkshire Joint Secretariat)

J Courtney, M Shaw, S Chu, J Roberts and S Howe (South
Yorkshire Fire & Rescue Service)

A Frostdick, J Bell and F Foster (BMBC)

Apologies for absence were received from Councillors
S M Richards

1 APOLOGIES

An apology for absence was noted as above.

2 ANNOUNCEMENTS

Councillor Woodhouse referred to her recent meeting with the Fire Brigades' Union to discuss the 'Seven Different Kinds of Smoke' proposals. She said the FBU had indicated they were willing to work with the Service to agree a way forward.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That the following agenda items be considered in the absence of the public and press:-

Item 16 'Stronger Safer Communities Reserve (SSCR)'

Item 17 'Succession Planning – Deputy Chief Fire Officer'

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

Councillor Ross declared an interest at agenda Item 11 'Local Government Association Subscription Fee 2014/15', due to being involved in Local Government Association work.

6 REPORTS BY MEMBERS

Councillor Bosmans had represented the Authority at the recent opening of the new Collaborative Control Project in Bradford. He said he had been made to feel very welcome and the facility was excellent.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 31 MARCH 2014

RESOLVED – That the minutes of the meeting of the Authority held on 31 March 2014 be agreed and signed by the Chair as a correct record.

10 REPLACEMENT AND UPGRADE OF OUR CURRENT BREATHING APPARATUS (BA) PROVISION AND BA TELEMETRY UPGRADE

A report of the Chief Fire Officer and Chief Executive was submitted which informed Members of the replacement and upgrade of South Yorkshire Fire and Rescue's current breathing apparatus (BA) provision and BA telemetry upgrade.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Approved the proposal for South Yorkshire Fire and Rescue's BA set and BA Telemetry upgrade.

11 LOCAL GOVERNMENT ASSOCIATION SUBSCRIPTION FEE 2014/15

A report of the Clerk and Treasurer was submitted for Members to consider the continued membership of the Local Government Association (LGA) for 2014/15.

RESOLVED – That Members:-

- i) Agreed the Authority's membership of the Local Government Association for 2014/15.
- ii) Noted that a 2.5% loyalty discount was being offered by the Local Government Association for Members who were not on notice, alongside the existing 2.5% prompt payment discount to Authorities who paid the annual subscription in full by 30 June 2014.
- iii) Agreed to take up the offer of the discounted subscription for 2014/15, of £10,388 plus VAT.

12 IMPLICATIONS OF ADOPTING 'SEVEN DIFFERENT KINDS OF SMOKE' PROPOSALS

A report of the Chief Fire Officer was submitted which set out the operational and financial implications of the 'Seven Different Kinds of Smoke' proposal, from the Fire Brigades' Union.

Councillor Andrews gave thanks to Pat Renshaw and the Fire Brigades' Union for the production of the document, and recommended the Service's Senior Management and FBU discuss and agree a final document to be provided to Members at the Authority meeting in June.

RESOLVED – That Members noted the contents of the report.

13 FIRE AND RESCUE NATIONAL FRAMEWORK FOR ENGLAND: IMPLICATIONS FOR SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY - UPDATE

A report of the Chief Fire Officer and Chief Executive/Clerk and Treasurer was submitted which provided an update of the Service's progress against the gaps identified in the report.

The Fire and Rescue National Framework for England was published in July 2012. A reassessment of the gaps had been undertaken during March 2014, which concluded that all gaps had now been addressed. Members agreed that an annual update report identifying any emerging gaps, and compliance with the National Framework would be submitted to the Scrutiny Board who would, where appropriate, refer matters to the Authority.

RESOLVED – That the report be noted.

14 ANNUAL REPORT ON REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)

An annual report of the Chief Fire Officer and Chief Executive was submitted which provided an update on the Regulation of Investigatory Powers Act 2000 (RIPA) activity over the past year.

The statutory guidance which related to the RIPA required the Authority to receive an update at least annually of the use of surveillance and use of Covert Human Intelligence Sources (CHIS).

RESOLVED – That Members noted the contents of the report.

15 MINUTES OF THE AUDIT COMMITTEE HELD ON 31 MARCH 2014

RESOLVED – That the minutes of the Audit Committee held on 31 March 2014 was noted.

16 STRONGER SAFER COMMUNITIES RESERVE (SSCR)

A report of the Clerk to the Authority was submitted, which set out the application and evaluation process to date in regard to funding applications to the Authority's Stronger Safer Communities Reserve, and sought Authority approval to fund those projects approved by the SSCR Assessment Board.

RESOLVED – That Members:-

- i) Approved the list of recommended projects for funding.
- ii) Agreed the release of funds to projects as set out in the appendix to the report, subject to completion of the necessary governance assurances and Funding Agreements.
- iii) Approved the proposed monitoring and governance arrangements.

17 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

18 SUCCESSION PLANNING - DEPUTY CHIEF FIRE OFFICER

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted regarding the succession planning of the Deputy Chief Fire Officer.

RESOLVED – That Members agreed:-

- i) To extend the contract of employment of the Deputy Chief Fire Officer for a further twelve month period, 1 May 2014 – 30 April 2015.
- ii) That the recruitment process for a new Deputy Chief Fire Officer commence towards the end of the current calendar year (2014).

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

2 JUNE 2014

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Bosmans, A Buckley, A Cave, T Fox, I Hussain,
S Phillips, C Ross, S M Richards and J Satur

M Jaworski, M McCarthy, L Noble, M McCoolle and S Barker
(South Yorkshire Joint Secretariat)

J Courtney, M Shaw, S Chu, B Sandy, J Roberts and M Wright
(South Yorkshire Fire & Rescue Service)

A Frosdick and F Foster (BMBC)

1 APOLOGIES

None.

2 ANNOUNCEMENTS

Councillor Andrews gave thanks to Councillor Woodhouse, on behalf of the Authority, for her valuable contribution as a Member and wished her well in her retirement.

3 URGENT ITEMS

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That agenda item 11 entitled 'Transformation Bid – Co-location of South Yorkshire Police and Fire and Rescue Services at Maltby Police Station' be considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA

None.

6 REPORTS BY MEMBERS

Councillors Bosmans and Satur had attended a recent Middle Managers Meeting at the Training and Development Centre, which they had found to be very constructive. Councillor Bosmans had also attended a meeting with the Risk Management Team at Eyre Street, in his capacity as Risk Champion.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 28 APRIL 2014

Councillor Fox requested an update on the 'Seven Different Kinds of Smoke' proposal from the Fire Brigades' Union (FBU).

M Shaw referred to a series of meetings with the Service and FBU, where the validity of proposals with the author of the document were discussed, together with the potential for a shift system proposal, which would be presented at the additional meeting with the FBU tomorrow. The meetings had been constructive to date, and it was hoped discussions would continue.

Councillor Fox welcomed the progress made, and hoped a mutual agreement would be reached.

RESOLVED – That the minutes of the meeting of the Authority held on 28 April 2014 be agreed and signed by the Chair as a correct record.

10 CONTROL COLLABORATION PROJECT (CCP)

M Shaw referred to the on-going work with the Systel System, to deliver a combined project in South and West Yorkshire. The project was coming in within budget and to the quality expected, and was anticipated to be rolled out before the end of July 2014. A final report would be brought to the Authority in due course.

RESOLVED – That Members received the verbal update.

11 TRANSFORMATION BID - 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 in relation to the transformation bid for the co-location of South Yorkshire Police and Fire and Rescue Services at Maltby Police Station.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Supported the application for fire and rescue transformation funding, 2015/16 to enable the relocation of Maltby Fire Station into a joint emergency services facility at Maltby Police Station.

- iii) Would receive further updates and reports if the project was approved and funding was made available.

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ANNUAL MEETING

30 JUNE 2014

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: C Ransome, A Bosmans, A Buckley, A Cave,
T Fox, I Hussain, S Phillips, C Ross, S M Richards and J Satur

M McCarthy, L Noble, S Barker and M McCoole (South
Yorkshire Joint Secretariat)

J Courtney, M Shaw, B Sandy, S Chu and M Wright (South
Yorkshire Fire & Rescue Service)

F Foster and G Kirk (BMBC)

1 TO APPOINT THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

RESOLVED – That Councillor Andrews be appointed as Chair of the Authority for the ensuing year.

2 TO APPOINT A VICE-CHAIR FOR THE AUTHORITY FOR THE ENSUING YEAR

RESOLVED – That Councillor Atkin be appointed as Vice-Chair of the Authority for the ensuing year.

3 CHAIR'S REMARKS

None.

4 MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to note the membership of the Authority as notified by the District Councils.

The current membership of the Authority was noted as follows:-

Barnsley	Councillors J Andrews and A Cave
Doncaster	Councillors A Bosmans, S Phillips and C Ransome
Rotherham	Councillors A Atkin and A Buckley
Sheffield	Councillors I Hussain, T Fox, C Ross, S M Richards and J Satur

RESOLVED – That Members noted the membership of the Authority as notified by the District Councils.

5 AUTHORITY MEETING ARRANGEMENTS

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to determine the appointment of Members to the Committees, Boards and Policy Development Group and also the appointment of Chairs and Vice-Chairs of the Committees (other than the Appeals and Standards Committee).

RESOLVED – That the Authority:-

i) Approved the meeting structure as set out below:-

Committee/ Working Party	Terms Of Reference	Members
Audit Committee	The agreed terms of reference were set out at Appendix A to the report. Please note that all members of the Authority (except the Chair and Vice-Chair) are members of the Audit Committee.	A Bosmans (Chair), C Ross, T Fox, A Buckley, J Satur, I Hussain, S Richards, S Phillips and C Ransome 3 Independent Members:- Mrs C Marshall Mrs A Bingham Mr C Wane
Appointments Committee	The agreed terms of reference were set out at Appendix B to the report. Please note that members do not usually serve on both the Appointments and the Appeals Committee.	J Andrews, A Atkin, A Bosmans, J Satur, I Hussain and C Ransome
Appeals and Standards Committee	The agreed terms of reference were set out at Appendix C to the report.	C Ross, A Cave, A Buckley, T Fox, S Richards and S Phillips
Principal Officers Review Committee A	The agreed terms of reference were set out at Appendix D to the report.	C Ransome A Atkin (sub) S Richards S Phillips (sub) A Bosmans T Fox (sub)
Principal Officers Review	The agreed terms of reference were set out at Appendix D to the report.	A Atkin C Ross (sub)

**Fire and Rescue Authority
Annual Meeting
30 June 2014**

Committee B		I Hussain A Buckley (sub) A Cave A Bosmans (sub)
Principal Officers Review Committee C	The agreed terms of reference were set out at Appendix D	C Ross A Atkin (sub) T Fox J Andrews (sub) J Satur A Bosmans (sub)
Workforce and Organisational Development Board	The agreed terms of reference were set out at Appendix E to the report.	T Fox (Chair) J Andrews, A Atkin, A Bosmans, A Cave and I Hussain
Policy Development Group	The agreed terms of reference were set out at Appendix F to the report.	J Andrews, A Atkin, S Richards, A Bosmans and S Phillips
Scrutiny Board	The suggested revisions to the terms of reference were set out at Appendix G to the report. Please note that currently all members of the Authority (except the Chair and Vice-Chair) are members of the Scrutiny Board. However, the membership of Scrutiny Board should be the six Members not nominated to serve on Workforce and Organisational Development Board above. It should still exclude the Chair and Vice-Chair.	A Buckley (Chair), C Ross, J Satur, S Richards, S Phillips and C Ransome
Collaboration and Shared Services 'Task and Finish' Group	This is a sub-group of the Scrutiny Board and is made up of a Member from each District Council. The Key Areas of Focus were set out at Appendix I to the report.	A Cave, A Buckley, A Bosmans and S Richards
Stakeholder Engagement Board	The agreed terms of reference were set out at Appendix H to the report.	All FRA Members J Satur (Chair)

- ii) Approved the terms of reference of the Committees as set out in Appendices A to H of the report.

6 GOVERNANCE ARRANGEMENTS AND FUTURE MEETING DATES

A report of the Clerk to the Fire and Rescue Authority was submitted which set out a schedule of meetings for 2014-15 based on 8 Authority meetings over the municipal year.

Members considered the following proposed six weekly cycle of meetings, taking account of the requirement to hold an Annual Meeting in late June to accommodate local authority annual meetings and appointments to outside bodies:-

	Jun 14	July 14	Aug14	Sept14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	April 15	May 15	June 15
Full Authority		28th		8th	20th	24th		5th	16th		13th		29th
		July 15	Aug 15	Sept 15	Oct 15	Nov 15							
Full Authority		27th		7th	19th	30th							

RESOLVED – That Members:-

- i) Agreed to reduce the frequency of Fire and Rescue Authority and Policy Development Group meetings to 8 per annum, to be reviewed in one year's time.
- ii) Agreed that a separate report addressing a revised cycle of Audit Committee meetings be submitted to the Audit Committee on 28 July 2014.

7 ARRANGEMENTS UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT 1985

A report of the Clerk to the Fire and Rescue Authority was submitted which requested the Authority to consider the appointments of District Council representatives under Section 41 of the Local Government Act 1985.

RESOLVED – That the Authority agreed to appoint the following Members to answer questions at meetings of the constituent councils on the discharge of the functions of this Authority:-

Authority	Member	Substitute
Barnsley	Councillor J Andrews	Councillor A Cave
Doncaster	Councillor S Phillips	Councillor A Bosmans
Rotherham	Councillor A Atkin	Councillor A Buckley
Sheffield	Councillor S Richards	Councillor I Hussain

8 OUTSIDE BODIES

A report of the Clerk to the Fire and Rescue Authority was submitted in order that the Authority could consider whether it wished to re-affiliate to the various outside

bodies listed in the report and to consider representation of the Authority on outside bodies.

RESOLVED – That the Authority agreed:-

- i) To re-affiliate to the various outside bodies listed in the report.
- ii) To appoint representatives to serve on the outside bodies as set out below for 2014/15, and that in accordance with Standing Order 24, the appointments continue until the next annual meeting of the Authority, or membership ceases:-

Outside Body	Member Representation
LGA General Assembly	Section 41 Members
LGA Fire Commission	Chair/Vice-Chair or their nominee
LGA Urban Commission	Chair & Vice-Chair or their nominee
LGA Rural Commission	Chair & Vice-Chair or their nominee
Association of Metropolitan Fire Authorities (AMFRA)	Chair & Vice-Chair
Yorkshire Purchasing Organisation (YPO)	Councillor A Atkin
Local Government Yorkshire & Humber (LGYH)	Councillor Andrews or nominee
Community Safety Partnerships (CSPs)	Section 41 Members
Rotherham Partnership Governance Board	Councillor Atkin (Sub Councillor Buckley)
Joint Secretariat Management Board	Councillor Andrews or nominee

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ORDINARY MEETING

30 JUNE 2014

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Bosmans, A Buckley, A Cave, T Fox, I Hussain,
S Phillips, C Ransome, C Ross, S M Richards and J Satur

M McCarthy, L Noble, S Barker and M McCoole (South
Yorkshire Joint Secretariat)

J Courtney, M Shaw, B Sandy, S Chu and M Wright (South
Yorkshire Fire & Rescue Service)

F Foster, G Kirk and R Winter (BMBC)

1 **APOLOGIES**

None.

2 **ANNOUNCEMENTS**

None.

3 **URGENT ITEMS**

None.

4 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS**

RESOLVED – That the following agenda items be considered in the absence of the public and press:-

Item 18 'Construction of New Fire Stations at Birley and Parkway'

Item 19 'Aerial Platforms'

5 **DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA**

Councillor Cave declared a non-pecuniary interest, noting that her husband was a member of the Fire Brigades' Union (FBU).

Councillor Buckley commented that his membership of the FBU Retired Members' Section had now expired.

6 REPORTS BY MEMBERS

Councillor Ross had attended a recent Middle Managers Meeting at the Training and Development Centre, which he had found helpful. Councillor Ross felt it would be good practice to ensure Member attendance at future meetings.

Councillor Richards gave thanks to Elm Lane Fire Station, who had attended the Firth Park Festival yesterday. The firefighters had provided smoke alarm advice to members of the public, together with a demonstration on putting out a chip pan fire.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 2 JUNE 2014

Councillor Fox requested an update on the 'Seven Different Kinds of Smoke' proposal from the FBU.

M Shaw commented that the Service had met with the FBU on a number of occasions, and had passed on the Terms of Reference that Members had directed at the last Authority meeting. The Service had stated to the FBU that if they wished to bring a proposal for discussion, they would provide the resources to bring it to fruition; no proposals had been received to date.

Councillor Fox queried when the final report on the Control Collaboration Project would be brought to an Authority meeting.

M Shaw commented that the new system was anticipated to go live in South Yorkshire next week, and envisaged a verbal report would be brought to the next Authority meeting; West Yorkshire would not go live until after September 2014.

RESOLVED – That the minutes of the meeting of the Authority held on 2 June 2014 be agreed and signed by the Chair as a correct record.

10 WEBCASTING

A report of the Clerk to the Fire and Rescue Authority was submitted which provided Members with an opportunity to review webcasting over the past year. The webcasting contract had been shared to date with the other Joint Authorities and the predecessor body to the Police and Crime Commissioner.

Members noted that on 19 June 2014 South Yorkshire Pensions Authority had agreed to contribute to a new contract for another year; M McCarthy would ensure Members were made aware of responses from the Combined Authority and the Police and Crime Commissioner, before final approval was made.

Councillor Fox suggested an on-line survey to ascertain the viewing public's opinion on webcasting.

M McCarthy would look into producing an on-line survey.

RESOLVED – That Members agreed in principle to renew webcasting until the end of March 2015.

11 **MEMBER LEARNING AND DEVELOPMENT AND THE YEAR AHEAD**

A report of the Clerk to the Fire and Rescue Authority was submitted, which provided Members with a review of learning and development undertaken in 2013/14, a forward look to learning and development in 2014/15 and wider regional and sub-regional developments.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2013/14.
- ii) Agreed to a process of Development Discussions in July 2014 for all new and existing Members which would inform an appropriate and targeted Learning and Development schedule for 2014/15.
- iii) Noted the regional and sub-regional developments.
- iv) Ratified Policy Development Group's decision of 17 June 2014 that the Authority work towards achieving Charter Plus status in February 2015.

12 **ANNUAL REVIEW OF RISK MANAGEMENT 2013/14**

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which set out the Authority's and Service's arrangements for managing risk in accordance with the Authority's Corporate Risk Management Policy, which stated 'An annual report will be made to the full Fire Authority detailing progress made in addressing all Corporate Risks for the past year'.

Councillor Bosmans met twice yearly with the Risk Management Team, to review all aspects of risk management, and he provided challenge on various aspects of their role; he would provide copies of the minutes to Members if required.

Councillor Bosmans was satisfied with the levels of risk taken within South Yorkshire and that every opportunity was taken to explore any new risks identified within the Service.

Councillor Richards referred to the threat of national industrial action by the FBU, in response to Firefighters' Pension Scheme changes which could impact on service delivery and resilience; she requested a letter be sent on behalf of the Authority to Mr B Lewis MP.

RESOLVED – That Members:-

- i) Noted the contents of the report.**
- ii) Considered the appropriateness of the arrangements.**
- iii) Agreed a letter be sent to Mr B Lewis MP, on behalf of the Authority, in relation to the threat of national industrial action by the Fire Brigade's Union.**

13 ANNUAL CORPORATE PERFORMANCE REPORT FOR 2013/14

A report of the Chief Fire Officer and Chief Executive was submitted which provided Members with the Annual Corporate Performance Report for 2013/14 and set out the final 2013/14 outturn positions for South Yorkshire Fire and Rescue's suite of Local Performance Indicators.

Councillor Buckley referred to a report that was presented to the last Scrutiny Board meeting, where Members had asked a number of searching questions; he thanked M Shaw for an informative report, and added that the Scrutiny Board were satisfied with the measures taken to address issues.

Councillor Ransome referred to the high number of elderly people suffering from accidental dwelling fire deaths and injuries, and also made reference to the proportion of working days/shifts lost due to sickness absence of all staff.

M Shaw commented that over the last 10 years accidental dwelling fire deaths and injury figures had significantly decreased; Mosaic in connection with partner agencies, would start to target resources to educate people on how to be safe in their own home. M Shaw would provide Councillor Ransome with the Service's Annual Benchmarking Report, which identified where the Service sat alongside other metropolitan fire services.

Councillor Phillips commented that she was a member of the Safer Stronger Doncaster Partnership Board, which placed a great deal of emphasis on keeping people safe in their own homes.

RESOLVED – That Members:-

- i) Noted the contents of the report.**
- ii) Scrutinised and commented on the information presented in the report.**

14 OUTTURN REPORT 2013/14

A report of the Chief Fire Officer and Chief Executive and Clerk and Treasurer was submitted which informed Members on the final outturn position for the 2013/14 financial year.

The outturn position showed that the predicted underspend of £274k that was reported to the March Authority meeting had increased to £359k, an increase of £85k.

RESOLVED – That Members noted and approved the report.

15 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk to the Fire and Rescue Authority was submitted which provided Members with a summary of key scrutiny activity undertaken in the past year (June 2013 to June 2014).

Councillor Richards requested the Scrutiny Board undertake a review on private housing sector fire concerns and the work of the Service on this matter. Councillor Buckley commented that the request would be included on the next Scrutiny Board agenda.

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2013 to present.
- ii) Continued to support themed scrutiny reviews, as appropriate, around the Change Management Programme.
- iii) Supported the referral process for any topic or area from other Authority Committees or Boards to the Scrutiny Board as appropriate.
- iv) Continued to support scrutiny and challenge across the full range of Fire Authority meetings.
- v) Agreed an item regarding the private housing sector fire concerns and the work of the Service, to be included on the next Scrutiny Board agenda.

16 LEAD MEMBERS - ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk to the Fire and Rescue Authority was submitted which examined the existing Lead Member roles and made recommendations for these to continue.

RESOLVED – That Members agreed to continue the following existing Lead Member roles:-

Area	Lead Member
Strategic Partnerships	S41 Members Cllr Jim Andrews (Barnsley) Cllr Sue Phillips (Doncaster) Cllr Alan Atkin (Rotherham) Cllr Sioned-Mair Richards (Sheffield)

Workforce and Organisational Development	Cllr Terry Fox (as Chair of Workforce & Organisational Development Board)
Member Learning and Development	Cllr Alice Cave
Risk Management (Audit)	Cllr Andrew Bosmans (as Chair of Audit Committee)
Scrutiny	Cllr Alan Buckley (as Chair of Scrutiny Board)
Stakeholder Engagement	Cllr Jim Andrews (as Chair of Stakeholder Engagement Board)
Environmental Issues	Cllr Ibrar Hussain
Health and Safety	Cllr Alan Buckley
Lifewise Governance Board	Cllr Jackie Satur

17 STAKEHOLDER ENGAGEMENT ANNUAL REPORT

A report of the Chief Fire Officer and Chief Executive and Clerk to the Fire and Rescue Authority was submitted which presented a summary of stakeholder engagement in 2013/14.

Councillor Cave referred to the recent Stakeholder Engagement Board meeting, where it was noted that Home Safety Checks would now include advice about fire safety in extended properties to cover attic extensions etc. Councillor Cave queried whether this could be included in the Fire Safety Campaign.

S Chu commented that the issue was inappropriate for a media campaign, but would be taken forwards with stakeholders.

The Chief Fire Officer referred to two pieces of work by CIPFA and Sheffield City Council around schemes to engage with private landlords, the majority of which were reluctant to be engaged with; this had highlighted a problem with migrant groups arriving into the properties.

S Chu commented that Members had been interested in the way the Service had used Mosaic; further detail would be provided to the next Stakeholder Engagement Board meeting.

RESOLVED – That:-

- i) Members noted the report.
- ii) Further detail on Mosaic would be provided to the next Stakeholder Engagement Board meeting.

18 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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 CONSTRUCTION OF NEW FIRE STATIONS AT BIRLEY AND PARKWAY

A report of the Chief Fire Officer and Chief Executive was submitted in relation to the construction of new fire stations at Birley and Parkway.

A discussion arose between Members and Officers regarding the contract for the construction of the new fire stations.

Members expressed concern in relation to the increasing financial cost of the project, which had increased further since the last report to the Authority. Councillor Fox asked whether the issue would be considered further through the Audit Committee or Scrutiny Board as he had requested. The Authority's Head of Internal Audit confirmed that he had undertaken a review of the procurement process to date and outlined to the Authority those issues he felt required strengthening.

Councillor Bosmans asked that the concern expressed by Members in relation to the increasing cost of the project be recorded. He supported the proposal to provide a progress report on the respective building projects at each subsequent meeting of the Audit Committee through to final completion.

RESOLVED – That Members:-

- i) Agreed the target cost and revised terms of the contract for the works to be undertaken.**
- ii) Agreed to incorporate the first option for the construction of Birley.**
- iii) Confirmed approval for the contract to proceed to Stage 2, the construction and delivery phase with BAM.**
- iv) Agreed Councillor Bosmans, as lead person, be kept informed of any changes to the monitoring process, and to keep Members updated.**
- v) Agreed B Sandy would present an update report to every Audit Committee meeting.**

20 AERIAL PLATFORMS

A report of the Chief Fire Officer and Chief Executive was submitted regarding the acquisition of two Turntable Ladder appliances.

RESOLVED – That Members:-

- i) Noted the contents of the report.**
- ii) Acknowledged the combined work undertaken within the Project Team and the Working Group to provide a satisfactory and economic aerial attribute for the County and satisfy the needs of the Service, the needs of operational workforce and the needs of the public of South Yorkshire.**
- iii) Authorised the spending of capital expenditure identified in the report, to acquire two Turntable Ladder appliances from Rosenbauer UK.**

CHAIR

S41 MEMBER BRIEFING NOTE



MARCH 2014

Please find below information from your Section 41 Member representative on South Yorkshire Fire and Rescue Authority:-

Vulnerable to be protected by Authority decision

South Yorkshire Fire and Rescue will protect its free home safety check service for the County's most vulnerable households, following the Fire and Rescue Authority budget-setting meeting on 17th February.

Members decided to increase the Fire share of Council Tax by around 2p per week, raising an additional £400,000 per year. The Fire Service will use the money to help protect the offer of free smoke alarms to vulnerable people.

The Authority decided to raise its share of Band D Council Tax in South Yorkshire by £1.26 per year, to £65.04. It rejected the alternative of a Government grant to freeze Council Tax, which would have brought in around £154,000 less.

Cllr Jim Andrews, Chair of the Authority, said: *"We are absolutely committed to protecting the most vulnerable people in South Yorkshire. That is why we are asking people to pay just over 2p per week more for their Fire Service. I understand the economic hardship being felt by households. However, this small increase helps us to guarantee we have the resources to fit free smoke alarms for those in our community who are most vulnerable to fire."*

Chief Fire Officer James Courtney said: *"The funding cuts of recent years have stretched our resources and led us to question everything we spend money on away from frontline firefighting. I recognise that our community safety work is vital in preventing*

deaths and injuries in fire, and want to make sure that those who are most at risk of fire can continue to benefit from our free home safety check service. I thank the Authority for maximising the resources available to me and will put this additional funding towards our safety work in vulnerable households".

The Authority set a budget for the Fire Service of £52.7 million in 2014/15, a reduction of around £220,000 on the current year.

Stronger, Safer Communities Reserve : Update

Local groups from Barnsley, Doncaster, Rotherham and Sheffield have bid in huge numbers for a £2m community pot made available by South Yorkshire Fire and Rescue Authority.

The Stronger Safer Communities Reserve fund, which aims to promote community safety across South Yorkshire, is nearly four times over-subscribed. Ninety-six organisations have made bids totalling almost £7.9m in the first round of bidding for the one-off funding.

Applicants have included schools, housing associations, children's centres and a miners welfare club.

Cllr Jim Andrews, Chair of the Fire and Rescue Authority, said: *"It's excellent news that we've had so many organisations interested in our fund to help local communities promote the community safety message. Given the number of applicants, we will clearly need to prioritise the very best bids. We will be supporting the projects that really go the extra mile to help keep people safe."*

Officers will now carry out an assessment process before the Authority makes its first awards at its meeting on 28th April.

Applicants will be kept up-to-date on how the evaluation is proceeding through the Authority's website – [here](#) - and this will be first point of reference. Any queries not addressed through the website should be directed by e-mail to rbywater@syjs.gov.uk. Telephone enquiries should be kept to a minimum to allow the evaluation process to be completed as quickly as possible. Applicants are thanked for their patience.

South Yorkshire firefighters aid flooded Berkshire and Somerset



South Yorkshire firefighters have given vital aid to two people who had been stranded for three weeks in their flooded Berkshire home.

The firefighters walked two miles through waist high water to deliver cases of fresh drinking water to the two older people in the village of Wargrave, as efforts to help those affected by flooding across the UK continue.

South Yorkshire's team arrived in Berkshire last week and have been helping to pump out flooded homes in Windsor and Maidenhead, as well as carrying out welfare visits to other, isolated vulnerable people.

A second team from South Yorkshire Fire and Rescue has been in Somerset offering similar kinds of support.

The relief effort has been coordinated nationally, with fire crews and specialist equipment called in to help flooded communities across the country.

Watch Manager Dez Omar, who visited the older couple in Wargrave, said: *"Some of the homes we've been visiting have had flooding since Christmas, so to be able to do something to help residents like these is extremely gratifying. Water levels have fallen considerably in the time we've been here, but we expect to be down here until at least the end of the week."*

South Yorkshire's senior officers made their resources available after ensuring they were satisfied with the fire and rescue provision which remains available for local people in South Yorkshire. The Fire Service's tradition of sharing national assets benefited

communities in Doncaster in 2007, when over 30 HVPs from all over the country helped to pump out flooded areas around Bentley and Toll Bar.

Smoke alarms law change possible

A new clause which would make it a legal requirement for landlords to fit smoke alarms has been welcomed by the county's Chief Fire Officer.

The Energy Act, which was given Royal Assent in December, includes an amendment which would make smoke alarms and carbon monoxide alarms a legal requirement in all privately rented homes.

The Act gives powers to ensure the safety equipment is installed, but the Government is currently reviewing evidence, technical issues and related legislation before making a final decision on how to pursue the amendment.

South Yorkshire's Chief Fire Officer James Courtney, said: *"We have reduced deaths and injuries from house fires considerably in South Yorkshire over the last decade, with community safety work and increased smoke alarm ownership the major factors behind that improvement."*

"Many of those most vulnerable to fire live in private, rented accommodation, so making it a legal requirement for all landlords to fit smoke alarms would improve the safety of thousands of families in South Yorkshire."

"There is still work to do before this amendment is enforced, but the start of the review process is excellent news for all those dedicated to improving the safety of our communities."

The Chief Fire Officer's Association (CFOA) has been campaigning on this issue for more than two years, on behalf of fire and rescue services across the UK.

The closing date for responses to the Government's review is 28 March 2014. The issues are covered in the discussion paper 'Review of property conditions in the private rented sector.'

Half of house fire deaths linked to alcohol

The fire service says more must be done to reduce alcohol related deaths, after revealing

drink or drugs are a factor in half of all house fire deaths in South Yorkshire.

The harmful effects of alcohol have caused more than 5,000 deaths every year in England and Wales for the last decade, it was revealed by the Office for National Statistics in February.

But officers at South Yorkshire Fire & Rescue say alcohol causes more damage than simply the well reported, long term effects to people's general health.

Between April 2009 and March 2013, 15 people have died in accidental house fires, of whom 7 died in fires where alcohol was a contributing factor to the cause. A further 110 people were injured in alcohol or drug related fires.

Alcohol makes people more likely to have a fire, and less likely to escape their house if a fire does start, because it makes them uncoordinated and more likely to fall asleep. Kitchen fires are particularly likely to start when people have been drinking, with recent fire service campaigns calling on drinkers to buy takeaways after a night out, instead of trying to cook.

Head of community safety, Kevin Ronan, said: *"Doctors have warned of the damage too much alcohol can do to our bodies for many years now, but few people seem to fully understand the other possible effects. Alcohol is a big factor behind a lot of our recent house fire deaths, and causes dozens of fire-related injuries every year."*

"Our main piece of advice is that, if you've been out drinking, don't attempt to cook. We've attended too many serious incidents caused by simple carelessness around the home, but very often it's too much alcohol that lies at their heart."

S41 MEMBER BRIEFING NOTE



APRIL 2014

Please find below information from your Section 41 Member representative on South Yorkshire Fire and Rescue Authority:-

Rescue' as important as 'fire', say Service Chiefs



South Yorkshire fire officers are highlighting the vast range of non-fire rescue incidents the service responds to each year, as they battle against further Government funding cuts.

South Yorkshire Fire and Rescue (SYFR) has revealed it attends more than 1,400 'special service' incidents across the country each year, many of them essential to save lives, including freeing people from road traffic collisions. Other 'special service' incidents include water rescues, flooding, animal rescues and lift releases.

That's on top of the thousands of house, property and smaller fires it attends each year.

Officers say the figure highlights the broad range of work the service is called to respond to, with tackling fires making up only part of the work of the modern fire and rescue service.

Recent, unusual incidents South Yorkshire's firefighters have attended include:

- A horse rescued from a river in Smithies, Barnsley
- A bull rescued from a ditch in Thorne, Doncaster
- A man on a mobility scooter stranded in a muddy field near Edlington
- Unexploded munitions found in a home in Penistone
- A roof blown off a care home in Wincobank, Sheffield
- A teenager stuck in mud in Rivelin, Sheffield

Chief Fire Officer James Courtney, said: *"Government officials may see our success in reducing house fires by a third in the last ten years and assume it is easy to make cuts to our service, but the 'rescue' element of our name is as important as 'fire'. It's easy to forget the vast range of incidents our firefighters get called to deal with. Although our community safety work has reduced fires significantly in recent years, fire and rescue services still get called to an enormous range of incidents, many of which require highly specialised skills, equipment and training to deal with."*

But officers are also reminding residents only to call 999 when there is a genuine emergency, after highlighting a number of incidents where members shouldn't have dialled 999.

Recent 999 calls fire service control staff have received which the fire service didn't need to attend have included:

- A request to fix a faulty washing machine
- Someone reporting a burst pipe in their hotel room
- Someone having problems with their boiler

"As much as there are many types of incidents we do attend, people still need to understand that we are an emergency service and should only call if they really need us. We're not here to help you fix something in your home, unlock your front door or do your plumbing. In those circumstances, there are other agencies who you should call to help," said the Chief Fire Officer.

Coroner calls for smoke alarms in rented properties

The fire service has welcomed a coroner's plea for new laws requiring smoke alarms to be fitted in all privately rented homes, following the death of a young child in Conisbrough.

Libby-Jayne Hornsby, aged two, died after a fire on Don Street, Conisbrough, Doncaster in October. Fire investigators found no evidence of working smoke alarms inside the property, an inquest heard.

Recording a verdict of accidental death, coroner for South Yorkshire East Nicola Mundy said: *"I am very concerned about the lack of legislation currently regarding smoke alarms in rented properties and will be writing to relevant agencies in the hope that some steps can be taken to ensure smoke alarms must be present."*

Area Manager Michael Mason, said: *"We're pleased the coroner is raising awareness of the current lack of legislation requiring smoke alarms to be fitted in privately rented properties. Fire services nationally have been campaigning on this issue for some time and, whilst we will never know for sure whether smoke alarms would have made a difference in this instance, we strongly urge the Government to consider the coroner's advice and enforce legislation around this issue."*

The Chief Fire Officer's Association (CFOA) has been campaigning on the issue of smoke alarms in rented properties for more than two years, on behalf of fire and rescue services across the UK.

The Energy Act, which was given Royal Assent in December, includes an amendment which would make smoke alarms and carbon monoxide alarms a legal requirement in all privately rented homes.

The Act gives powers to ensure the safety equipment is installed, but the Government is currently reviewing evidence, technical issues and related legislation before making a final decision on how to pursue the amendment.

The closing date for responses to the Government's review is 28 March 2014. The issues are covered in the discussion paper

'Review of property conditions in the private rented sector.'

Planning approval for new fire stations

Planning approval was granted by Sheffield City Council on Tuesday 18th March for new full-time fire stations at Parkway and Birley Moor in Sheffield, subject to Secretary of State approval.

South Yorkshire Fire and Rescue had applied to build the new, state-of-the-art stations, to provide first-class emergency fire cover for the south and east of the city. Subject to ratification of the City Council's planning committee decision, both are stations expected to be fully operational by the summer of 2015.

Chief Fire Officer James Courtney said: *"These two new stations are at the centre of our plans to continue providing an excellent emergency service to Sheffield's residents and businesses. They are in the optimum location for us to provide a fast response to fires and road traffic collisions in the area. I thank the planning committee for allowing us to develop these sites."*

The twin development will replace the ageing existing stations at Darnall, Mansfield Road and Mosborough. The Birley Moor site will house one full-time fire appliance, serving the communities in the south-east of the city in a wider area than the current part-time station at Mosborough. The development incorporates photovoltaic panels to provide solar energy, the building will have a 'green' roof and rain water will be recycled on site and used for toilet flushing.

The Parkway station will house two fire appliances and will be located below the roadway, almost invisible to passing motorists. Local residents will also be protected from the development by the wood, which will remain fully intact. Both stations will include community rooms, available for local groups to use.

Stronger Safer Communities Reserve (SSCR)



17 projects from the 96 applications to the Fund have been shortlisted by the SSCR

Assessment Board, and subject to approval by the full Fire Authority in April will go on to develop service level agreements with SYFR. A full list of successful projects will be published after the Fire Authority meeting in April.

The projects cover a broad range of approaches to community safety including diversionary work with children and young people, fitting sprinkler systems to protect some of our most vulnerable residents, and support for grass roots community groups who can assist with getting fire safety messages out to hard to reach residents.

A further round will be announced later in the year.

Please direct any enquiries to the SSCR
Co-ordinator, Rhona Bywater on:
01226 772851
Email: rbywater@syjs.gov.uk

S41 MEMBER BRIEFING NOTE



JULY 2014

Please find below information from your Section 41 Member representative on South Yorkshire Fire and Rescue Authority:-

Fakes Cause Fires



Pictured l-r -
Councillor Sue Phillips, SY Fire & Rescue Authority Member; Councillor Glyn Jones, Deputy Mayor of Doncaster and, Watch Manager Wayne Dunn.

That is the stark message of a Doncaster Council led campaign aimed at reducing the number of fires caused by fake goods.

The 'Fakes Cause Fires' campaign also aims to raise awareness of the need to report fake goods to Trading Standards, reduce the associated counterfeiting, organised crime and anti-social behaviour and encourage people to take advantage of services that help people stop smoking and the fire service's home safety checks.

Press adverts across South Yorkshire will raise awareness of the dangers of fake products including hair straighteners, phone and e-cigarette chargers and counterfeit and foreign cigarettes as well as referring people to stop smoking services and the fire service for free home safety checks.

Posters and pocket sized information cards containing the same information will be

targeted at six communities in each town or city in South Yorkshire over two years (three per year). The areas have been chosen based on fire service statistics which show they are at higher risk of fires.

Deputy Mayor of Doncaster Glyn Jones said: *"It is very easy not to realise the damage fake goods can cause. I hope this campaign helps people to understand the very real dangers involved in using fake goods. Fakes cause fires and sadly those fires can cost lives. We want to help people realise and understand the risks. These products may be cheaper but they don't have the same safety features as the real thing."*

National firefighter strike action

The Fire Brigades Union's (FBU) Executive Committee was meeting this Tuesday (1 July) to consider the next steps in their national industrial relations dispute with the Government over changes to the firefighter pension scheme. Some FBU members have been calling for an escalation in strike action, and there have been some suggestions that firefighter strikes could coincide with action being taken by other unions on 10 July.

Members will be aware that Fire Brigades Union members carried out two periods of strike action in June. The first 24-hour strike in this dispute took place on Thursday 12 and Friday 13 June, during which time contingency crews attended several incidents, including house fires in Dinnington and Barnsley, and a serious road traffic collision at Flouch.

The seven-hour strike on Saturday 21 June was quieter in South Yorkshire, with only minor incidents attended.

Sprinklers saved ASOS stock

Fire officers say sprinklers were key to limiting the spread of a major fire at the ASOS warehouse near Barnsley.

Fire broke out at the 60,000 square metre site on Park Spring Ring, Grimethorpe at around 10pm on Friday 20 June. Ten fire engines and more than 60 firefighters helped put out the fire, which is estimated to have caused millions of pounds worth of damage in lost stock.

But the damage could have been even greater had the building not had a sprinkler system, with the fire service urging more

businesses to invest in sprinkler systems to protect their assets.

South Yorkshire Fire & Rescue Head of Prevention and Protection Phil Shillito, said: *"The fire suppression systems installed by ASOS were sophisticated, worked effectively and played a significant role in reducing the spread of the fire in its early stages.*

"This was still a major fire and our firefighters did a tremendous job in tackling the blaze and bringing it under control so quickly. But there is no doubt that the sprinkler system in place greatly limited the damage, and probably saved the warehouse from being destroyed."

Sprinklers are the most effective way to ensure that fires are suppressed or even extinguished before the fire service can arrive. They save lives and reduce injuries, protect firefighters who attend incidents and reduce the amount of damage to both property and the environment from fire.

Currently, only warehouses and certain other commercial premises greater than 20,000m³ must have sprinkler systems installed. The fire service, through the Chief Fire Officers Association (CFOA), is currently campaigning for this threshold to be lowered.

South Yorkshire Fire & Rescue has already helped pioneer a drive for sprinklers to be installed in residential properties. In 2011, sprinklers were retro-fitted into a block of flats in Gleadless after a grant from the British Automatic Fire Sprinkler Association. It was the first scheme of its kind in the country.

The fire at the ASOS warehouse involved four floors and is believed to have been started deliberately.

Older men most at risk of fire

Over 65s are the most likely to be killed or injured in house fires, figures for the last year reveal.

Fifty seven people were injured and three people killed in accidental house fires in 2013/14 with just under half of those victims (42%) aged over 65, the fire service reports.

Men are also more at risk of serious fires than women, accounting for 31 casualties, compared to 24 for women.

But this year's total figure is around a third of the number 10 years ago, when 145 people were killed or injured in house fires across South Yorkshire.

South Yorkshire Fire & Rescue safety officers say the figures show why it is important for people to look out for older neighbours, family members and loved ones.

Head of community safety Kevin Ronan, said: "Anyone can suffer a house fire, but these figures confirm what we've believed for some time, that the older you get, the more vigilant you need to be in terms of fire.

"We're especially calling on people to lend a hand to older people they know, whether it's an older relative or even a neighbour. Spending a few moments doing something simple like testing someone's smoke alarm for them could greatly increase that person's chances of escaping a fire unharmed."

The figures form part of South Yorkshire Fire & Rescue's annual performance report.

The report shows the service attended 2,088 property fires- like building and car fires- in 2013/14, a third of the figure ten years ago (6,036). Of these, 625 were accidental house fires, and nearly half of those (288) were cooking related.

A hot, dry summer meant small arsons, like deliberate grass and rubbish fires, were up in 2013/14, with 3,198 incidents, compared to 2,266 during the previous year's exceptionally wet summer.

Tour de France

The fire service is calling on Tour de France spectators to enjoy the event safely, with tens of thousands of people expected to line the route.

Specific advice includes taking extra care to prevent countryside fires by disposing of things like barbecues, cigarettes and rubbish safely.

Recent dry weather means there could be a greater chance of fires starting in the South Yorkshire countryside.

Rubbish left behind, like glass or plastic bottles, can cause fires if the sun catches them.

Campsites set up along the route also mean there's a greater chance barbecues could get out of control, particularly if they are sited too close to trees or shrubs.

Head of community safety Kevin Ronan, said: *"We can't wait to welcome the world to our part of Yorkshire, but we want people to help protect our beautiful countryside by being responsible and taking some basic precautions to prevent fires"*.

Tips to avoid countryside fires include:

Barbecues- site them well away from buildings, shrubs and trees and never use them inside tents, as they can cause carbon monoxide poisoning

Rubbish- take it with you, as plastic and glass can both cause fires when it's hot

Cigarettes- make sure they are properly extinguished and dispose of them carefully

Community safety teams from South Yorkshire Fire & Rescue are also visiting the temporary campsites along the route to warn users of the dangers.

South Yorkshire Fire & Rescue has also visited and written to people who live close to the Tour route, as road closures mean its emergency response service may be delayed to those areas.

"Road closures will be in place for several hours whilst the Tour passes through, so we're asking residents affected to take basic precautions, like testing their smoke alarms and keeping an eye on their cooking to prevent fires. If you do need us in an emergency, we will still respond, and in the event of a fire get out, stay out and still call 999," said Kevin.

Fire and Rescue Authority welcomes new Member

The Authority is pleased to welcome Cllr Cynthia Ransome, Conservative Member from Doncaster MBC as a new Member of the Fire and Rescue Authority.



Cllr Ransome is Vice-Chair of Doncaster's Communities and Environment Overview and Scrutiny Panel..

SOUTH YORKSHIRE PENSIONS AUTHORITY

13 FEBRUARY 2014

PRESENT: Councillor K Gouly (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: D Baker, M Lawton, K Richardson, K Rodgers,
A Sangar and P Wootton

Trade Unions: G Warwick (GMB) and F Tyas (UCATT)

Officers: S Pick (Clerk and Treasurer), G Chapman (Head of
Pensions Administration), J Hattersley (Fund Director) and
M McCoole (Senior Democratic Services Officer)

F Foster (Barnsley MBC)

P Middleman (Mercer Ltd)

Apologies for absence were received from Councillor E Butler,
Councillor J Campbell, Councillor B Ford, Councillor L Rooney
and G Boyington

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

4 DECLARATIONS OF INTEREST

None.

5 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That agenda item 6 entitled 'Actuarial Valuation: Update' be considered in the absence of the public and press.

6 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

7 ACTUARIAL VALUATION: UPDATE

A report of the Fund Director was submitted to bring Members up to date regarding the progress of the actuarial valuation due at the end of March 2013. Details of the funding position and variants were shown in the accompanying presentation.

The key points and conclusions from the presentation were as follows:-

- the actuary advised that the framework proposed was reasonable in the context of overall risk management for the Fund given the huge diversity and number of employers now in the Fund;
- it was designed to cover all employers whilst recognising the affordability pressures;
- key changes to aid stability were the allowance for lower short-term pay growth and a proportion of employees to elect for the 50:50 scheme option;
- there had been extensive dialogue with the district councils on affordability and a compromise had been agreed by adopting the updated funding position for them at 31 December 2013 given the material change in yields since the valuation date;
- for other employers the position at 31 August 2013 was used as a baseline for discussions;
- in addition, phasing in of any increases would be allowed where necessary over a period of 3 years;
- nevertheless, the district councils face an increase in contributions although a substantial part of this is due to the agreed underpayment of contributions over 2011/14 plus the reinstatement of indexation which was agreed by all parties at the 2010 valuation.

There was a subsequent discussion and the Actuary confirmed that he had considered representation from the district councils and their advisors on a number of issues. One of the key things that needed to be understood was the reasonable affordability of contributions. In itself this was crucial to whether the Actuary could sign off the contributions based on the resultant risk profile. When questioned by the Chair, the Actuary confirmed that this was what had influenced his view towards some of the concessions he was allowing rather than being swayed by the advice received by the councils from third parties. This was partly because some of the arguments put forward were flawed technically and also because the Actuary felt the outcomes had been delivered more simply by updating the position to 31 December; he felt this was a reasonably stable position going forward based on the latest analysis.

It was agreed that going forward there ought to be more frequent dialogue with the councils and Members about how the obligations to the Fund could be managed over the period leading up to the 2016 valuation. This included exploring some alternative financing options. The officers would liaise with the Actuary on how best this could be achieved.

RESOLVED – That Members considered the actuary's presentation and approved the preparation of a Funding Strategy Statement on the basis set out in the report.

CHAIR

SOUTH YORKSHIRE PENSIONS AUTHORITY

20 MARCH 2014

PRESENT: Councillor K Goult (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: D Baker, J Campbell, M Lawton, K Rodgers,
L Rooney, A Sangar and P Wootton

Trade Unions: G Boyington (Unison), G Warwick (GMB) and
F Tyas (UCATT)

Officers: S Pick, G Chapman (Head of Pensions
Administration), J Hattersley (Fund Director) and M McCool
(Senior Democratic Services Officer)

G Kirk (BMBC), J Bell (Barnsley MBC) and I Rooth (BMBC)

Apologies for absence were received from Councillor E Butler,
Councillor B Ford and Councillor K Richardson

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

An urgent report entitled 'Attendance of Member at Meetings', would be taken as Item 24, in the absence of the public press.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

RESOLVED – That the following agenda items be considered in the absence of the public and press:-

Item 22 'Debt Write Offs'

Item 23 'Release of Preserved Benefits – Compassionate Grounds'

Item 24 'Attendance of Member at Meetings'

5 DECLARATIONS OF INTEREST

None.

6 MINUTES OF THE AUTHORITY MEETING HELD ON 16 JANUARY 2014

RESOLVED – That the minutes of the Authority meeting held on 16 January 2014 be signed by the Chair as a correct record.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 13 FEBRUARY 2014

Councillor Sangar queried whether dialogue with the actuary and the district councils was on-going.

The Fund Director had raised the matter with the South Yorkshire Treasurers' Association, and had said we wanted to improve liaison with the actuary to at least a 6 monthly basis. The meetings would be minuted and presented at the next available Authority meeting; Mercers had agreed to this in principle. A response was awaited from SYTA.

RESOLVED – That the minutes of the Authority meeting held on 13 February 2014 be signed by the Chair as a correct record.

8 WORK PROGRAMME

The Authority considered its' Work Programme to 12 June 2014.

Members noted the proposal to reschedule the AGM from 12 June 2014 to 19 June 2014, due to the Local and European elections on 22 May 2014; the matter would be discussed later on the agenda.

RESOLVED – That the contents of the Work Programme be noted.

9 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

Councillor Lawton was still receiving a number of queries regarding social investment issues, and from councillors regarding the changes to councillors' pensions. Councillor Lawton requested the Head of Pensions Administration to write a paper to provide councillors with generic information and advice upon coming out of the scheme.

The Head of Pensions Administration agreed to the request, and added the end of term office dates for every councillor in the scheme had started to be collated, to allow him to personally write to them to explain the options available.

10 PERFORMANCE SNAPSHOT REPORT 2013/14: Q3

A performance snapshot report for 2013/14: Q3 was submitted for Members' information.

During the quarter there had been two redundancy retirements, one leaver and one new starter; staff training continued to be up to date. Sickness absence was 2.8% in total, which was 0.3% down on the previous quarter.

There had been 19 new employers registered for EPIC during the quarter, and 265 new members had registered for MyPension.

RESOLVED – That the report be noted.

11 TREASURY MANAGEMENT STRATEGY STATEMENT 2014/15

A report of the Clerk and Treasurer was submitted to seek Members' approval of the treasury management procedures and strategy followed by the Authority.

RESOLVED – That the Authority:-

- i) Adopted the Annual Investment Strategy and recommendations set out in Appendix I to the report.**
- ii) In accordance with Section 3(1) of the Local Government Act 2003 approved an Affordable Borrowing Limit, on a rolling basis for the forthcoming year and two successive years as outlined in Appendix II, of £250,000 being the maximum amount the Authority could afford to borrow.**
- iii) Keep the above under review.**

12 REVISED FUNDING STRATEGY

A report of the Head of Pensions Administration was submitted to seek Members' confirmation of changes to the funding strategy.

RESOLVED – That Members confirmed the changes to the funding strategy.

13 2013 TRIENNIAL VALUATION UPDATE

A report of the Head of Pensions Administration was submitted, which advised Members of the final outcome of the 2013 Triennial Valuation exercise.

At the last Authority meeting the actuary had updated Members on the results of the 2013 valuation exercise, which revealed a national deficit of £1,704m representing a funding level of 76%, and an average employer's future accrual contribution rate of 12.8%.

Members noted that the valuation would be completed on time by 31 March 2014; all employers had been notified of contribution rates and reminders had been issued to deduct the correct amounts from April 2014.

Councillor Lawton gave thanks on behalf of Members to all officers and Mercers for the hard work undertaken during the last year, and requested thanks be forwarded onto all staff involved.

RESOLVED – That the report be noted.

14 BOARD CHAIRS' REPORTS

Councillor Goulty reported that the Authority had won two performance awards for the Segregated Pension Funds and the 10 Year Relative Return Award, for the IPD/IPF Property Investment Awards for 2014, which the Authority had also won last year. The Award Ceremony recognised the highest 3 year return performance within 13 categories based upon the fund type and size, and top risk adjusted returns over the 10 year period to December 2013. The Authority had won the 10 year award as well

as the 3 year category, which the Authority had won for the last 2 years. Congratulations were given to the officers involved.

Councillor Lawton would step down from the Authority as of today, and Members thanked him for his assistance and dedication to the Authority in both his roles of Chair and Member. Councillor Sangar added that Councillor Lawton had continued to attend conferences, read information on other investments that the Authority should take an interest in, and provided challenge to officers.

15 **MANAGEMENT ARRANGEMENTS AND OPERATING AGREEMENT BETWEEN BARNSELY METROPOLITAN COUNCIL AND SOUTH YORKSHIRE JOINT SECRETARIAT**

A report of the Clerk and Treasurer was submitted to advise the Authority of the proposals for alterations to the senior management arrangements within Barnsley Council to support the South Yorkshire Joint Secretariat, and to seek approval to the necessary amendment of the existing Operating Agreement between the Council and the Joint Authority to reflect these changes.

The Director of Human Resources BMBC commented that there were no proposals to change staff structures, other than being structured with BMBC colleagues.

Members requested to be kept updated, and hoped this would not impact upon the service provided to the Authority.

Councillor Rodgers had a misgiving about the current SYJS administrative function becoming part of BMBC.

Members expressed their appreciation for the contributions over the years that the retiring officers (Steve Pick as Clerk and Treasurer and Maureen Oades as Deputy Clerk, Solicitor and Monitoring Officer) had made to the successful management of the Authority.

RESOLVED – That:-

- i) The Authority approved appropriate alterations to the existing Agreement with Barnsley Council.**
- ii) The Chief Executive of Barnsley Council be appointed Clerk to the Authority with effect from 1 April 2014.**
- iii) The Director of Finance, Property and Information Services of Barnsley Council be appointed Proper Officer for administration of the Financial Affairs of the Authority pursuant to Section 73 of the Local Government Act 1985 with effect from 1 April 2014 with the title Treasurer.**
- iv) The Director of Legal and Governance of Barnsley Council be appointed Monitoring Officer and solicitor to the Authority with effect from 1 April 2014.**
- v) Appropriate amendments be made to the Scheme of Delegation of the Authority in respect of functions presently delegated to the Clerk and Treasurer.**

16 LGPS REFORM PROPOSALS UPDATE

The Head of Pensions Administration provided Members with an update on the LGPS Reform.

Members noted the Transitional Regulations had finally been received, and would allow the Authority to finalise arrangements.

A newsletter would be sent to scheme members before 31 March 2014, which would welcome them to the new scheme, provide useful information i.e. the new 50/50 section, and encourage people to take an interest in their pensions. In an attempt to encourage more scheme members to read the newsletters three different designs were being issued based around different age groups.

Emails had been sent to councillors as soon as the information was received that councillor membership would cease at the end of the current term of office for each councillor. Councillors would receive written information to explain the short term position, and again when their term of office came up, to explain the benefits available to them.

The Head of Pensions Administration reported that the Governance Draft Regulations were expected during April 2014, and would be sent out to Members

Following various submissions and the study undertaken by Hymans, the Minister had intimated that he may be moving away from the idea of fund mergers and considering exploring the possibility of fund collaboration via common investment vehicles etc. Papers would shortly be made available.

The Head of Pensions Administration commented that following the results of a recent survey the DfE were rumoured to be less interested in the idea of pooling academies.

RESOLVED – That the update be received.

17 TRADES UNION REPRESENTATION ON BOARDS

A report of the Clerk and Treasurer was submitted to inform the Authority of the current position regarding Trades Union seats on the Corporate Planning and Governance Board and the Investment Board.

Members noted that Trades Union representatives had three seats allocated to each Board.

RESOLVED – That Members approved the extension to the Terms of Office of the Trades Union representatives on the Authority's Boards until implementation of new governance arrangements or 31 March 2015, whichever was the earlier.

18 MEETINGS OF THE AUTHORITY AND BOARDS IN 2014/15

A report of the Clerk and Treasurer was submitted to consider the proposed schedule of Authority and Board meetings during 2014/15.

Pensions Authority: Thursday 20 March 2014

As a result of the Local and European elections on 22 May 2014, Members noted the proposal to reschedule the AGM from 12 June 2014 to 19 June 2014.

A meeting of the Corporate Planning and Governance Board was required in late July 2014 to approve the Accounts and Annual Report. A meeting was proposed for Thursday 24 July 2014 at 2.00 pm, to avoid a clash with a BMBC meeting.

Members noted the following cycle of meetings for 2014/15:-

Pensions Authority	Corporate Planning & Governance Board	Investment Board	PAP
	2014		
19 June (Annual)	19 June*	26 June* ¹	
			8 July*
	24 July @ 2pm		
		18 September	
2 October			
			14 October
	13 November		
27 November			
		11 December	
	2015		
15 January			20 January
		12 March	
19 March	19 March		
			14 April**
11 June** (Annual)	18 June**	25 June**	
			7 July**

* Meeting dates already approved

¹ Moved from May due to elections

** Dependent on new governance arrangements

RESOLVED – That Members approved the cycle of meetings for 2014/15.

19 MEMBER TRAINING AND EDUCATION: EXTERNAL CONFERENCE

A report of the Clerk and Treasurer was submitted to bring to Members' attention the LGA Trustees Annual Conference.

Members noted the eleventh annual trustees' conference would be held at the Marriott Highcliff Hotel, Bournemouth on 19 and 20 June 2014. Members were advised to contact G Garrey on 01226 772806 if they wished to enrol.

RESOLVED – That Members considered whether or not they wished to register for the conference.

20 UPDATE ON THE CO-OPERATIVE BANK

The Clerk and Treasurer was unaware of any significant changes since last reported, and would keep Members updated. The Fund Director was undertaking market testing, and it was possible that the Authority could move to a new bank by the late summer.

RESOLVED – That the update be noted.

21 SOUTH YORKSHIRE COMBINED AUTHORITY: THE BARNESLEY, DONCASTER, ROTHERHAM AND SHEFFIELD COMBINED AUTHORITY ORDER 2014

A report of the Fund Director was submitted to update Members on the Government's consultation over a proposal to replace the South Yorkshire Integrated Transport Authority with a combined authority and the implications for its responsibilities as an administering authority of the Local Government Pension Scheme (i.e. the South Yorkshire Passenger Transport Pension Fund). It was expected that the CA would come into existence on 1 April 2014 and that all existing contracts, including those with this Authority, would transfer to the new authority.

RESOLVED – That Members noted the report.

22 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item 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.

23 DEBT WRITE OFFS

A report of the Clerk and Treasurer was submitted, to authorise the write-off of outstanding rent accounts relating to the Fund's commercial property portfolio.

RESOLVED – That Members authorised the write-off of outstanding rent accounts relating to the Fund's commercial property portfolio, as detailed in the report.

24 RELEASE OF PRESERVED BENEFITS - COMPASSIONATE GROUNDS

A report of the Head of Pensions Administration was submitted to seek a decision from Members in relation to a request from a former Barnsley Development Association employee for the release of preserved benefits on compassionate grounds.

RESOLVED – That Members:-

- i) Reviewed the circumstances surrounding the request for release of preserved benefits as attached at Appendix A to the report.**

- ii) Agreed to release the preserved benefits on compassionate grounds.

25 ATTENDANCE OF MEMBER AT MEETINGS

A report of the Clerk and Treasurer was submitted for Members to consider the non-attendance at meetings of a member of the Authority, due to mitigating circumstances, and the options open to the Authority.

RESOLVED – That Members agreed the Member would remain on the Authority until the AGM.

CHAIR

SOUTH YORKSHIRE PENSIONS AUTHORITY

19 JUNE 2014

PRESENT: Councillor P Wootton (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, K Rodgers, A Sangar,
M Stowe, B Webster and J Wood

Trade Unions: G Boyington (Unison), G Warwick (GMB) and
F Tyas (UCATT)

Officers: A Frosdick (Assistant Chief Executive (Legal and
Governance) and Monitoring Officer), I Rooth (Head of
Technical Services), S Barker (Head of HR & Business
Support), R Bywater (Principal Policy and External Relations
Officer), G Chapman (Head of Pensions Administration),
M McCarthy (Deputy Clerk), S Smith (Head of Investments)
and C Tyler (Principal Policy and Communications Officer)

Apologies for absence were received from Councillors
Councillor J Campbell, Councillor S Ellis, Councillor L Rooney,
F Foster and J Hattersley, J Campbell, S Ellis and L Rooney

1 APPOINTMENT OF THE CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

Cllr Wootton was proposed by Cllr Wraith and seconded by Cllr Rodgers. This was agreed unanimously.

RESOLVED - That Cllr Wootton be elected as the Chair of the Authority for the forthcoming year.

2 APPOINTMENT OF THE VICE-CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

Cllr Wraith was proposed by Cllr Wootton and seconded by Cllr Butler. This was agreed unanimously.

RESOLVED - That Cllr Wraith be elected Vice Chair of the Authority for the forthcoming year.

3 MEMBERSHIP OF THE AUTHORITY

A report of the Clerk was submitted to note the membership of the membership of the Authority for the forthcoming year.

The membership was noted as:

Barnsley Councillors	Doncaster Councillors	Rotherham Councillors	Sheffield Councillors
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M Stowe R Wraith	E Butler K Rodgers J Wood	S Ellis P Wootton	B Lodge J Campbell B Webster L Rooney A Sangar
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The Chair asked that the Authority's thanks to the councillors who have stood down from the Authority be recorded, especially Keith Gouly and David Baker who have served on the Authority for a significant time.

RESOLVED - That the report is noted.

4 APPOINTMENT OF BOARDS, COMMITTEES AND CHAIRS

A report of the Clerk was submitted requesting consideration of the appointment of Boards, Committee and Chairs for 2014/15 and asking Members to note the Boards and Committee's Terms of Reference.

Membership was confirmed as follows:

Corporate Planning and Governance Board	Investment Board	Management Committee
7 Members	7 Members	Section 41 Members
Cllr Wraith (Chair) Cllr Wootton (Vice Chair) Cllr Ellis Cllr Butler Cllr Wood Cllr Rooney Cllr Lodge + 3 Trade Union representatives	Cllr Wootton (Chair) Cllr Wraith (Vice Chair) Cllr Campbell Cllr Webster Cllr Rodgers Cllr Stowe Cllr Sangar + 3 Trade Union representatives	Cllr Wootton (Chair) - sub Cllr Ellis Cllr Wraith (Vice Chair) - sub Cllr Stowe Cllr Lodge - sub Cllr Campbell Cllr Rodgers - sub - Cllr Butler

RESOLVED - That the contents of the report are noted.

5 QUESTIONS IN MEETINGS OF DISTRICT COUNCILS

A report was received requesting Members consideration of the appointment of representatives of the Authority to answer questions raised in meetings of the District Councils and to feedback District Council pensions' issues at each meeting of the Pensions Authority.

Appointments were noted as follows:

Council	Spokesperson	Substitute
Barnsley MBC	Cllr Wraith	Cllr Stowe
Doncaster MBC	Cllr Rodgers	Cllr Butler
Rotherham MBC	Cllr Wootton	Cllr Ellis
Sheffield CC	Cllr Lodge	Cllr Campbell

RESOLVED - That the Authority nominates the above Members to answer questions at District Councils under Section 41 of the Local Government Act 1985.

SOUTH YORKSHIRE PENSIONS AUTHORITY

19 JUNE 2014

PRESENT: Councillor P Wootton (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, K Rodgers, A Sangar,
M Stowe, B Webster and J Wood

Trade Unions: G Boyington (Unison), G Warwick (GMB) and
F Tyas (UCATT)

Officers: S Barker (Head of HR & Business Support),
R Bywater (Principal Policy and External Relations Officer),
G Chapman (Head of Pensions Administration), A Frosdick
(Monitoring Officer), M McCarthy (Deputy Clerk), I Rooth
(Head of Technical Services), S Smith (Head of Investments)
and C Tyler (Principal Policy and Communications Officer)

Apologies for absence were received from Councillors
J Campbell, S Ellis and L Rooney

1 APOLOGIES

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

No urgent items noted.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.

RESOLVED - That item 23 'Staff Establishment: Additional Post' be considered in the
absence of the public and press.

5 DECLARATIONS OF INTEREST.

None.

6 PRESENTATION OF LOYALTY AWARDS

The Chair presented loyalty long service awards to Ian Hepworth, Ged Potts and Anne
Reed. The officers present, together with John Hensby and Sue Warren who were on
annual leave, were congratulated on their awards by the Members of the Authority.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 20 MARCH 2014

RESOLVED - That the minutes of the meeting of the Authority held on 20th March be signed by the Chair as a correct record.

8 **WORK PROGRAMME**

Members were presented with a copy of the cycle of future meetings' work programme to November 2014.

It was noted that the meeting dates have been set to avoid significant district council meetings dates.

RESOLVED - That the report be noted.

9 **SECTION 41 FEEDBACK FROM DISTRICT COUNCILS**

Cllr Rodgers informed the Authority Members that Doncaster MBC is continuing with a 3 year budget setting cycle and Doncaster's Section 151 Officer is working closely with Pensions Authority officers regarding the reduction of the deficit.

10 **PERFORMANCE SNAPSHOT REPORT 2013/14: QUARTER 4**

Members were presented with a copy of the Business Planning and Performance Framework's Snapshot Report for 2013/14 quarter 4.

Regarding employee activity, Cllr Rodgers welcomed the notification that 12 academies had joined the fund as employers.

RESOLVED - That the contents of the report be noted.

11 **BOARD CHAIRS' REPORTS**

It was suggested that it is too early in the cycle for reports to be produced.

12 **LGPS REFORM PROPOSALS UPDATE**

Members were informed that officers are getting to grips with the various changes that the new scheme has presented since its introduction on the 1st April.

It was noted that the draft governance regulations are still to be received. These are expected 'any day'.

RESOLVED - That the verbal report be noted.

13 **DISCRETIONARY PENSION POLICIES**

Members were reminded that the new scheme requires employers to make and publish discretionary policies and were presented with the policies pertaining to the new scheme.

It was noted that whilst South Yorkshire Pensions is an administering Authority, undertaking duties on behalf of the employers, it is also an employer in its own right

and the policies presented are those therefore which apply to the Authority's own staff. All employers have to devise their own, similar policies.

It was noted that the area under policy are; the funding of additional pension, flexible retirement. The waiving of the actuarial reduction in those cases where a member voluntarily retires early, switching on the 85 year rule for members voluntarily drawing benefits on or after age 55 and before age 60 and the awarding of additional pension to a member.

It was suggested that the policies are typically not open to mass usage but need to be in place nevertheless for when circumstances dictate. It was noted that the model for these policies has been offered to other employers to assist as requested.

Cllr Rodgers asked whether the flexible retirement policy would be used more as people work longer and whether any comments on this possibility have been received from the employers. It was noted that the statistics indicate this may be becoming the case and more work may be needed at some stage to consider this in more detail given the changing demographic of the workforce.

Cllr Wraith requested that a follow up report be presented in 12 months to comment on any changes in flexible retirement policy usage. It was noted that as flexible retirement ordinarily draws a cost to the Authority it will be necessary to report this to Members.

G Boyington suggested that the policies have been well written as they enable an employee to see what is likely to be the outcome of a request whilst still allowing officers to apply some discretion.

RESOLVED - That the report is received and the updated policies are adopted.

14 LGPS CONSULTATION: OPPORTUNITIES FOR COLLABORATION, COST SAVINGS AND EFFICIENCIES

A report was received advising Members that the government has launched a consultation in response to the call for evidence into the future structure of the Local Government Pension Scheme (LGPS).

Members were advised that there are currently 89 funds in the LGPS, some of which are very small. It was noted that the main thrust of the consultation is to improve returns, reduce deficits and cut overall costs.

It was noted that 'costs' are generally very high for a lot of funds due to usage of external management. However, the South Yorkshire fund is one of the few that is internally managed and relatively low-cost compared with the benchmark.

Cllr Stowe suggested that the option to progress a 'joint vehicle' would be detrimental to the South Yorkshire scheme and require higher expenditure if we couldn't 'opt out'. S Smith informed Members that whilst the government has moved away from the idea of complete scheme mergers and towards collective investment vehicles, there may be scope to opt out under what has been referred to as 'comply r explain' clauses, but this is currently unknown. Cllr Stowe suggested that there was therefore a danger that the well performing pension funds will get dragged along with the bad ones and joint

vehicles will take away the integrity of individual boards. It was suggested that the response to the consultation should highlight that it is good governance that cuts cost, not fund size.

Cllr Rodgers asked whether 'not considering mergers at this time' was necessarily future proof. It was also suggested that joint vehicles would potentially introduce an additional layer of extra cost and that if this was pursued, the fund size which would actually present the South Yorkshire scheme with some benefits would need to be determined.

Cllr Sangar noted the recognition that merging funds is not an easy process due to inherent differences and welcomed the acceptance that quick mergers do not equate to quick wins.

Noting that a response needs to be submitted by 11th July, it was agreed to call an extraordinary meeting of the Authority to agree the response.

RESOLVED - That the Members note the report and agree to convene an extraordinary meeting to consider and determine the Authority's response to the consultation.

15 COMPLIANCE WITH MYNERS' PRINCIPLES: SELF ASSESSMENT

A report was presented to inform Members of the outcome of the self-assessment against the Myners Principles.

RESOLVED- That:

- a) The Authority notes the contents of the report.
- b) The Authority agrees to review this process when the new governance arrangements under the Public Service Pensions Act 2013 are known
- c) The Authority agrees to undertake any development needs arising from the results.

16 TRANSFORMING REHABILITATION PROGRAMME AND THE LGPS

A report was received to update Members on progress surrounding the proposal to transfer the assets and liabilities of those currently members of the Probation Service in the LGPS from the present 34 administering authorities to the Greater Manchester Pension Fund.

It was reported that the transfer is progressing fine to date. Scheme members have been written to advising them of the changes.

Cllr Wraith requested clarity regarding 'other costs'. It was confirmed that these relate to the officer time required to administer the changes and sundry costs such as postage. This is all be being recharged to the Greater Manchester Pension Fund.

It was also confirmed that the quoted figure of £101m is the value of the liabilities for all probation members and the approximate amount that will be lifted and transferred to Greater Manchester.

RESOLVED - That the content of the report are noted.

17 WEBCASTING

A report was received seeking Members' approval of a renewal of the contract to webcast the meetings of the Authority.

Members were reminded that webcasting is an excellent way to ensure transparency of decision making and good governance and enables engagement to be made with stakeholders through associated social media. Pensions Authority meetings over the last year have been viewed by an average of 334 people.

It was noted the renewal is subject to the agreement (and proportionate funding) of all webcasting partners (Pensions Authority, Police and Crime Commissioner, Fire Authority and SCR Combined Authority (Transport Committee)). It was further noted that the option to devise a combined webcasting contract with BMBC is being explored.

RESOLVED - That the Authority will contribute towards the annual cost of the webcasting contract for countywide bodies; subject to the similar agreement of those bodies.

18 CO-OP BANK UPDATE

Members were advised that the Co-operative Bank, with which the Authority banks has stated its intention to withdraw from the local authority banking market. Early discussions with alternate providers are underway and a formal tender for services will be launched shortly.

Cllr Sangar noted that Sheffield CC is currently going through a similar process.

I Rooth noted that district treasurers are currently discussing future banking arrangements for the Fire Authority and Police and Crime Commissioner.

RESOLVED - That the matter under consideration and work being undertaken by officers are noted.

19 REFERENDUM ON SCOTTISH INDEPENDENCE

A report was received to advise Members of the some of the issues that might arise from, and affect, the Fund policies should the outcome of the Scottish Referendum on Independence be in the favour of secession.

It was noted that some of the potential risks may be hypothetical at this stage as some Scotland based institutions may relate their HQs to England.

Members noted their appreciation that officers are fully attuned to, and monitoring, risks.

RESOLVED - That the contents of the report are noted.

20 SOUTH YORKSHIRE PENSION FUND ANNUAL GENERAL MEETING 2014

Members were advised that the 2014 AGM will be held at New York Stadium, Rotherham, at 5.30pm on Thursday 9th October. Consideration is being given to the merits of booking a guest speaker for the event.

RESOLVED - That Members note the details for the AGM.

21 MEMBER DEVELOPMENT ANNUAL UPDATE

A report was presented to provide an update on the learning and development arrangements for Members of the Authority.

It was noted that the arrangements are devised to assist Members with carrying out their role as trustees of the fund and cover a number of specialist modules.

It was noted that personal development reviews will be arranged with individual Members.

Members were asked to consider the appointment of a learning and development Member champion.

Cllr Rodgers noted his recommendation for new Members to undertake the 3 day LGA course.

RESOLVED - That Members:

- a) Approve the revised Learning and Development Strategy and request updates at future meetings
- b) Nominate Cllr Sangar as Lead Member for Learning and Development
- c) Commit to a round of personal development reviews to be arranged with individual Members.

22 EXCLUSION OF PUBLIC AND PRESS

23 STAFF ESTABLISHMENT: ADDITIONAL POST

A report was received asking Members to approve the addition of an extra post to the Authority's establishment to accommodate a TUPE transfer following the integration of South Yorkshire Joint Secretariat with Barnsley Metropolitan Borough Council.

RESOLVED - That the Authority Members agree to the increase in establishment numbers and costs from 1 October 2014.

CHAIR