

To all Members of the

COUNCIL

AGENDA

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

VENUE: Council Chamber - Civic Office Floor 2, Civic Office,
Waterdale, Doncaster, DN1 3BU

DATE: Thursday, 30th July, 2015

TIME: 6.00 pm



Jo Miller
Chief Executive

ITEMS

1. Apologies for Absence
2. To consider the extent, if any, to which the public and press are to be excluded from the meeting.
3. Declarations of Interest, if any.
4. Minutes of the the Annual Council Meeting held on 22nd May, 2015 1 - 26
5. To receive any announcements from the Chair of Council, the Mayor, Members of the Cabinet or the Head of Paid Service.

Issued on: Wednesday, 22 July 2015

Senior Governance Officer
for this meeting:

David Taylor
01302 736712

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

6. Questions from the public in accordance with Council Procedure Rule 13:-

None received for this meeting.

For Decision

- | | |
|------------------------------------------------------------------------------------------------------------------------------|-----------|
| 7. Corporate Plan Refresh. | 27 - 34 |
| 8. Community Safety Strategy 2014-17 Refresh and outline of Safer Stronger Doncaster Partnership Priorities 2015-16. | 35 - 88 |
| 9. Overview and Scrutiny Annual Report 2014/15. | 89 - 114 |
| 10. Appointment of Conservative Councillor representative to the Sheffield City Region Combined Authority's Audit Committee. | 115 - 118 |
| 11. Proposed revision to the composition of the Audit Committee Hearings Sub-Committee. | 119 - 122 |
| 12. Changes to the Council's Constitution. | 123 - 126 |

13. To consider the following Motion, written notice of which has been given by Councillor Bill Mordue and Seconded by Councillor Joe Blackham, in accordance with Council Procedure Rule 16.1:-

“For too long a disproportionate amount of public money has been allocated to major infrastructure projects in London and the South East, hindering economic growth in Yorkshire and failing to address the north-south economic divide.

Doncaster Council is deeply disappointed by the Government's broken promise to deliver major transport infrastructure improvement works in the region. This Council calls on the Government to reinstate its plans for electrification of the Trans Pennine and Midland Mainline routes, and proceed with the full East Coast Main Line crossing programme, by ensuring that funding is put in place to end the current 'pause', and confirming a new timetable for delivery of these important projects.

Failure to do so will negatively impact passengers and businesses, and seriously brings into question this Government's stated commitment to the Northern Powerhouse.”

14. To consider the following Motion, written notice of which has been given by Councillor Pat Knight and Seconded by Councillor George Derx, in accordance with Council Procedure Rule 16.1:-

“Hatfield Colliery is the last operational mine in South Yorkshire, one of just three in the whole country, and a significant employer in the area with over 400 members of staff. Production has now ceased,

probably for the final time.

The early closure of the pit will end up costing the UK more money, not less. Calculations made by the company suggest that the extra investment required to keep the mine open as planned until summer 2016 would have been more than offset by tax and VAT revenues coming back to Government.

This calculation does not take account of the money government will now pay out in benefits to miners who are not able to find alternative work. Nor does it factor in the impact of early closure on the 100 companies in the supply chain, the local economy, or the social effects on the local community.

The miners at Hatfield were led to believe that they would have another 12 months of work and could plan their futures. However, the Government refused to extend an existing loan arrangement despite the company arranging contracts to sell more than half their coal.

This Council calls on Government to think again, and do all that it can to support the miners of Hatfield Colliery, their families and the communities that it supports.”

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

(i) Question on Notice to the Executive:-

(a) From Councillor Andy Pickering to the Mayor of Doncaster, Ros Jones:-

“We have concerns regarding the policy of charging in Mexborough's multi storey car park. Since the charge was passed in to the 2013/14 budget, circumstances have changed, Mexborough no longer has a town centre supermarket.

Mexborough has five car parks, three chargeable, operated by private companies, the current policy leaves Mexborough with only one free car park, at a time when neighbouring towns have no charging and are having new supermarkets constructed.

Mexborough has benefited from a 500k investment to assist regeneration, would Mayor Jones be prepared to re-examine the issue of charging in order to give that investment the best chance of success?”

(ii) Questions without Notice to the Executive and the Chair of the Overview and Scrutiny Management Committee, Councillor John Mounsey

For Information

16. To receive the Minutes of the following Joint Authorities:-

127 - 226

- A. South Yorkshire Police and Crime Panel held on 19th March and 29th June, 2015.
- B. Sheffield City Region Combined Authority held on 16th February, 30th March and 15th May, 2015.
- C. South Yorkshire Fire and Rescue Authority held on 16th February, 29th June (Annual) and 29th June (Ordinary) 2015, and Section 41 Briefing Notes for March, April, June and July 2015.
- D. South Yorkshire Pensions Authority held on 19th March, 11th June (Annual) and 11th June (Ordinary) 2015.

DONCASTER METROPOLITAN BOROUGH COUNCIL

ANNUAL COUNCIL MEETING

22ND MAY, 2015

The ANNUAL COUNCIL MEETING was held at the MANSION HOUSE, DONCASTER, on FRIDAY, 22ND MAY, 2015 at 10.30 a.m.

PRESENT:

Chair - Pat Haith
Vice-Chair - Paul Wray
Mayor - Ros Jones
Deputy Mayor - Councillor Glyn Jones

FOR ITEMS 1 TO 5 (PART 1)

Councillors Nick Allen, Nigel Ball, Iris Beech, Joe Blackham, Rachael Blake, Elsie Butler, Bev Chapman, Phil Cole, Tony Corden, Jane Cox, Steve Cox, Jessie Credland, Linda Curran, George Derx, Susan Durant, Nuala Fennelly, Neil Gethin, Sean Gibbons, James Hart, John Healy, Rachel Hodson, Charlie Hogarth, Sandra Holland, Mark Houlbrook, Eva Hughes, Alan Jones, Jane Kidd, Majid Khan, Jane Kidd, Pat Knight, Sue Knowles, Chris McGuinness, Sue McGuinness, John McHale, Bill Mordue, John Mounsey, David Nevett, Jane Nightingale, Andy Pickering, Tony Revill, Kevin Rodgers, Craig Sahman, Dave Shaw, Alan Smith, Clive Stone and Sue Wilkinson.

APOLOGIES

Apologies for absence were received from the following Members for Items 1 to 5 (Part 1) of the meeting:-

Councillors John Cooke, R. Allan Jones, Ken Keegan, Ted Kitchen, Cynthia Ransome and Austen White.

FOR ITEMS 6 TO 18 (PART 2) – COUNCIL CHAMBER, CIVIC OFFICE, WATERDALE

Councillors Nick Allen, Nigel Ball, Iris Beech, Joe Blackham, Rachael Blake, Elsie Butler, Bev Chapman, Phil Cole, John Cooke, Tony Corden, Jane Cox, Steve Cox, Jessie Credland, Linda Curran, George Derx, Susan Durant, Nuala Fennelly, Neil Gethin, Sean Gibbons, James Hart, John Healy, Rachel Hodson, Charlie Hogarth, Sandra Holland, Mark Houlbrook, Eva Hughes, Alan Jones, Ken Keegan, Majid Khan, Jane Kidd, Ted Kitchen, Pat Knight, Sue Knowles, Chris McGuinness, Sue McGuinness, John McHale, Bill Mordue, John Mounsey, David Nevett, Jane Nightingale, Andy Pickering, Tony Revill, Kevin Rodgers, Craig Sahman, Dave Shaw, Alan Smith, Clive Stone, Austen White, Sue Wilkinson and Jonathan Wood.

APOLOGIES

Apologies for absence were received from the following Members for Items 6 to 18 (Part 2) of the meeting:-

Councillors R. Allan Jones and Cynthia Ransome.

1. PRAYERS

Prior to the commencement of formal business, Elected Members, Officers and members of the public, were led in prayer by the Reverend David Stevens.

2. RECENT DEATH OF FORMER COUNCILLORS STEVE JUDGE, MAUREEN MUDDIMAN AND JACK MEREDITH

Elected Members, Officers and members of the public, observed a minute's silence as a mark of respect and remembrance in relation to the recent deaths of former Councillors Steve Judge, Maureen Muddiman and Jack Meredith, who passed away on 13th and 14th March, and 16th May, 2015, respectively.

3. WELCOME TO NEW MEMBERS

On behalf of the Council, the Chair of Council, Councillor Pat Haith, welcomed all newly elected Members who were attending their first meeting of the Council and to all those who were re-elected on the 7th May, 2015. The Chair also extended a warm welcome to all guests present at the meeting.

In addition, the Chair thanked the Reverend David Stevens for saying prayers.

4. ELECTION OF CHAIR OF COUNCIL

It was MOVED by Councillor Jane Kidd and SECONDED by Councillor Sue Knowles, that Councillor Paul Wray be elected as Chair of Council of Doncaster Metropolitan Borough for the 2015/16 Municipal Year.

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

RESOLVED that Councillor Paul Wray be and is hereby elected, Chair of Council for Doncaster Metropolitan Borough, for the 2015/16 Municipal Year.

The Chair of Council made his Declaration of Acceptance of Office.

5. ELECTION OF VICE-CHAIR OF COUNCIL

It was MOVED by Councillor Glyn Jones and SECONDED by Councillor Tony Revill, that Councillor David Nevett be elected as Vice-Chair of Council of Doncaster Metropolitan Borough for the 2015/16 Municipal Year.

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

RESOLVED that Councillor David Nevett be and is hereby elected, Vice-Chair of Council for Doncaster Metropolitan Borough, for the 2015/16 Municipal Year.

The Chair of Council then announced a 15 minute recess for exchanging robes and determined that the meeting would reconvene at 11.05 a.m.

6. PRESENTATION OF BADGES TO THE RETIRING CHAIR OF COUNCIL AND CONSORT

On behalf of the Council, Roger Harvey, Assistant Director of Legal Services and Monitoring Officer, presented badges to the retiring Chair of Council and her Consort.

7. VOTE OF THANKS TO THE RETIRING CHAIR OF COUNCIL

It was MOVED by Councillor Pat Knight and SECONDED by Councillor Linda Curran, that the Council place on record its thanks and appreciation to Councillor Pat Haith for the manner in which she had fulfilled the Office of Chair of Council, during the past year.

Councillor Pat Haith suitably responded and thanked Councillors Pat Knight and Linda Curran for their support over the past year. She expressed thanks to the staff in Member Support, in particular, Kay Marelli, Mandy Bingham and Paul Lawson, for their valued support over the year. Councillor Haith also expressed her gratitude to the Junior Civic Mayor, Mai Hurley, who had been a credit to her parents, Rosedale School and the children of Doncaster.

Councillor Haith recalled some of the memorable highlights from her year in office and spoke of how she had been overwhelmed by the generosity and commitment by the Voluntary Groups she had visited. Councillor Haith also expressed thanks to her husband Alan Haith, who had been her Consort and also thanked her sister, Linda Rodgers, who had stood in for the Consort at certain events throughout the year. Councillor Haith thanked everyone who had attended and supported her charities by donating prizes and attending events in particular, she gave thanks to Councillor Eva Hughes for her support. To conclude, Councillor Haith wished Councillor Paul Wray and his Consort, every success for the future.

8. CHAIR OF COUNCIL'S INAUGURAL SPEECH

The Chair of Council, Councillor Paul Wray, delivered his inaugural speech.

“Good afternoon, fellow Members, Ladies and Gentlemen.

To begin, I would like to offer my congratulations and gratitude to Pat and Alan for all their hard work throughout a very successful year.

I would like to acknowledge Councillor Jane Kidd and Councillor Sue Knowles for proposing and seconding me for Chair of Council, and I would also like to say how much I appreciate the support that my family and colleagues have given me in getting me to this point today. In particular, I would like to say thank you to my dear friend Liz Marsden, who will be my Mayoress for this year. I'm not sure if she knows what she's letting herself in for, but I know that she is passionate about her forthcoming role and will do me proud. I understand that she has been invited to the Royal Garden Party. I need to up my game.

I have decided to support charities that are for the benefit of the residents of Doncaster. My first charity will be Doncaster Cancer Detection Trust. I am supporting the current appeal to raise funds to buy vital scanning equipment that will save local lives. I was in hospital a few years ago, so this is a charity I want to support.

I would also like to support the youngest members of our community and so I will be raising funds for Home-Start; a local charity supporting parents to give their children the best possible start in life. Home-Start Doncaster was established in 1984. They are a charity that offers support, friendship and practical help to parents with young children in Doncaster. It's a unique service which recruits and trains volunteers who are usually parents themselves, to visit families with at least one child under the age of 5, at home to offer informal, friendly and confidential support. So I hope that everyone here today will support them.

It is a great honour that you have bestowed upon me today and I aim to do my best in representing Doncaster throughout my time as Civic Mayor."

The Chair of Council then announced a recess and determined that the meeting would reconvene at 1.00 p.m. in the Council Chamber, Civic Office, Waterdale, Doncaster, to consider the remaining items of business.

9. SUSPENSION OF COUNCIL PROCEDURE RULE 25.1

The Chair referred to the requirement within Council Procedure Rules for Members to stand and address the meeting through the Chair, which had dated back to the Mansion House and the days before the new Council Chamber Audio system.

The Chair announced that there were a number of Members who had some difficulties standing to address the Chamber during Full Council meetings and that the Council Procedure Rule requiring Members to stand was now unnecessary. Subsequently, Members were informed that it was intended to submit a report to the next meeting of Council, proposing to change this requirement on a permanent basis.

However, pending consideration of this report, the Chair Moved that in accordance with Council Procedure Rule 27.1, (Suspension and Amendment of Council Procedure Rules) Council Procedure Rule 25.1, be suspended to allow Members to remain seated whilst speaking.

The Motion was Seconded by Councillor Jane Nightingale.

On being put to the meeting, the Motion proposed by the Chair of Council, Councillor Paul Wray, was declared CARRIED.

RESOLVED that Council Procedure Rule 25.1, be suspended to allow Members to remain seated whilst speaking.

10. DECLARATIONS OF INTEREST

No declarations of interest were made at the meeting.

11. MINUTES OF THE COUNCIL MEETING HELD ON 3RD MARCH, 2015

RESOLVED that the Minutes of the Meeting of the Council held on 3rd March, 2015, a copy of which had been circulated to each Member, be approved as a correct record and signed by the Chair.

12. TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIR OF COUNCIL, THE MAYOR, MEMBERS OF THE CABINET OR THE HEAD OF THE PAID SERVICE

No announcements were made at the meeting.

13. RESULTS OF THE PARLIAMENTARY GENERAL, BOROUGH COUNCIL AND PARISH COUNCIL ELECTIONS HELD ON 7TH MAY 2015

The Council considered a report which advised Members of the results of the Parliamentary General, Borough Council and Parish Council Elections held on Thursday, 7th May 2015.

RESOLVED that the report on the results of the Parliamentary General, Borough Council and Parish Council Elections held on 7th May, 2015, be noted.

14. NOTIFICATION BY THE ELECTED MAYOR OF THE COMPOSITION OF THE EXECUTIVE AND THE ELECTED MAYOR'S SCHEME OF DELEGATIONS

The Mayor of Doncaster, Ros Jones, informed the Council of the composition of her Cabinet and Portfolio Holder responsibilities of her Cabinet Members.

The Mayor stated that she would continue to take on the remit of the Budget and Policy Framework and the Deputy Mayor, Councillor Glyn Jones, would take responsibility for Adult Social Care and Equalities.

Councillor Joe Blackham would oversee Regeneration and Transportation and Councillor Nuala Fennelly would hold the Portfolio for Children, Young People and Schools.

Councillor Pat Knight would hold the Portfolio for Public Health and Wellbeing and Councillor Bill Mordue would oversee Business, Skills, Tourism and Culture.

Councillor Sandra Holland would take responsibility for Housing and the Environment and Councillor Chris McGuinness would hold the Portfolio for Communities and the Voluntary Sector.

To conclude, Councillor Tony Corden would hold the Portfolio for Customer, Corporate and Trading Services.

RESOLVED that the revisions to the composition and Portfolio remits of the Mayor's Cabinet, be noted.

15. CHANGES TO (STANDING ORDERS) (ENGLAND) (AMENDMENT) REGULATIONS 2015

The Monitoring Officer, Roger Harvey, left the meeting during consideration of this item and the following agenda item. The Deputy Monitoring Officer, Scott Fawcus, presented a report which informed Members of the changes to the procedure when dealing with the disciplining and dismissal of the Chief Executive (Head of Paid Service), Chief Finance Officer (Section 151 Officer) and Monitoring Officer, as set out in the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015.

It was reported that there were specific policies in place for the disciplining and dismissal of the Council's Chief Executive, Monitoring Officer and Section 151 Officer. Such processes were set out in law and must be followed. The current position was that disciplinary action could not be taken unless a report had been prepared by a Designated Independent Person (usually referred to as a DIP). The Government had considered the DIP process to be over-lengthy and expensive and therefore, had introduced a new process which it required Local Authorities to adopt at their first meeting after the Elections in May.

Members were informed that the new Regulations, as contained within the Local Authorities (Standing Orders) (England) (Amendment) (Regulations) 2015, had removed the DIP process and that disciplinary matters would now be considered by a Council Panel which must contain at least 2 Independent Persons. It was therefore proposed that the Council's Chief Officers' Investigatory Sub-Committee would carry out this duty. In the event that the Sub-Committee considered that dismissal should occur, Full Council would be asked to approve the recommendations put forward by the Sub-Committee.

It was further reported that the Regulations set out the criteria for the appointment of Independent Persons. The Council currently had one appointed Independent Person, Phil Beavers, who had been appointed under the Members' Code of Conduct regime, who had agreed to take on this role. A further Independent person would be required to fulfil this requirement.

Council was asked to note and approve the revised Standing Orders, as attached at Appendix A to the report.

RESOLVED that the changes to Standing Orders (i.e. Employment Procedure Rules) in Section 8 of Part 4, paragraphs 6 and 7 of the Council's Constitution, in respect of disciplinary action against the Head of Paid Service, the Monitoring Officer and Chief Finance Officer (Section 151 Officer), as set out in Appendix A, be approved.

16. COMMITTEES' AND SUB-COMMITTEES' - TERMS OF REFERENCE FOR 2014/15

The Council considered a report which sought the Council's approval to the proposed revisions to the Terms of Reference of some Committees and Sub-Committees, for the 2015/16 Municipal Year, for the discharge of functions.

In light of operational experience during the current year and as a consequence of legislative requirements, it was proposed to make minor revisions to the Terms of Reference of the Audit Committee, Chief Officers' Appointments Committee, Chief Officers' Investigatory Sub-Committee, Chief Officers' Appeals Committee, Joint Safety Committee and the Health and Wellbeing Board, which were set out within Paragraph 7 and Appendix A to the report.

Council was asked to support the recommendations outlined in paragraph 2 of the report, which aimed at ensuring that the Terms of Reference were 'fit for purpose' for the 2015/16 Municipal Year.

Whilst welcoming the revisions made to the Terms of Reference of Committees, the Deputy Mayor, Councillor Glyn Jones, held the view that the amendments proposed to the service responsibilities of the Joint Safety Committee were unnecessary. Therefore, Councillor Glyn Jones Moved that they remain unchanged. This proposal was Seconded by Councillor Charlie Hogarth.

RESOLVED that

- (1) for the reasons set out at paragraphs 7(a), (b) and (d) of the report, the proposed revisions to the Terms of Reference of the following Committees, as set out at Appendix A to the report, be approved, subject to the Terms of Reference of the Joint Safety Committee remaining unchanged;
 - (i) Audit Committee;
 - (ii) Chief Officers' Appointments Committee;
 - (iii) Chief Officers' Investigatory Sub-Committee;
 - (iv) Chief Officers' Appeals Committee; and
 - (v) Health and Wellbeing Board.

- (2) it be noted that the existing Terms of Reference for all other Committees and Sub-Committees, as set out within Part 3 of the Constitution, remain unchanged; and
- (3) it be noted that the Constitution will be updated to reflect any revisions to the Terms of Reference agreed at this meeting.

17. LOCAL GOVERNMENT AND HOUSING ACT 1989 - REVIEW OF THE ALLOCATION OF SEATS ON COMMITTEES AND SUB-COMMITTEES

The Council considered a report which proposed the allocation of seats on Committees and Sub-Committees of the Council, having regard to political balance in accordance with the provisions of the Local Government and Housing Act 1989, following the Borough Council Elections held on 7th May, 2015.

The Council was also advised of adjustments necessary to reflect a best proportionate fit in accordance with the principles of proportionality, as set out within paragraph 25 of the report.

It was reported that following the dispatch of the agenda papers, a list of Political Group nominations for the appointment of Members to serve on Committees, Sub-Committees and Scrutiny Panels, had been tabled at the meeting, which outlined nominations received from Group Leaders.

The Council was also requested to make appointments and co-options to other Committees of the Council, not subject to the requirement for proportional balance.

Members noted that the proposed allocation of seats set out in the report, was based on:-

- (i) Proportionality being applied to the Committees/Sub-Committees shown in the table below based on the membership indicated:-

Committee/Sub-Committee	Size
Planning Committee	11
Elections and Democratic Structures Committee	11
Chief Officers' Appointments Committee	11
Awards, Grants and Transport (Appeals) Committee	7
Audit Committee	5
Chief Officers' Appeals Committee	5
Employee Relations Disputes Resolution Committee	5
Chief Officers' Investigatory Sub-Committee	5
Total	60

- (ii) Proportionality would not apply to the Overview and Scrutiny Management Committee or the four Overview and Scrutiny Standing Panels, in order to maximise cross-party representation;

- (iii) the Licensing Committee, set up under the Licensing Act 2003, need not be politically proportionate. However, in seeking nominations from Group Leaders onto these 14 seats, these had been sought in proportion to the overall composition on the Council. The appointment of Licensing Sub-Committees to conduct hearings under Section 10 of the Licensing Act 2003, was a statutory function reserved by the Act to the statutory Licensing Committee. Accordingly, it was a matter for the Licensing Committee to appoint these Sub-Committees and to schedule any required meetings; and
- (iv) Proportionality would not apply to the Health and Wellbeing Board in accordance with legislative requirements.

Councillor James Hart drew Members attention to an amendment to page 8 of the Conservative Group's nominations in relation to the Regeneration and Housing Overview and Scrutiny Panel, as set out at page 8 of the Group Nominations List for the allocations of seats on Committees and Sub-Committees, a copy of which had been provided to Members in the Chamber, in that Councillor R. Allan Jones be replaced by Councillor Alan Smith.

RESOLVED that

- (1) seats on Committees and Sub-Committees, be allocated as set out in the table at paragraph 25 of the report, subject to the adjustments detailed below:-
 - (a) the Conservative Group lose one seat on each of the following Committees:-
 - Elections and Democratic Structures Committee (Councillor R. Allan Jones)
 - Chief Officers' Appointments Committee (Councillor Cynthia Ransome, Substitute, Councillor Jonathan Wood)
 - (b) the Mexborough First Group lose one seat on the Awards, Grants and Transport (Appeals) Committee;
- (2) as a consequence of the loss of the 3 seats at (1) above, two seats be allocated to the UKIP Group and one seat to the Independent Member, Councillor John Cooke, as follows:-
 - (a) UKIP Group:-
 - Awards, Grants and Transport (Appeals) Committee (Councillor Clive Stone)
 - Elections and Democratic Structures Committee (Councillor Clive Stone)

- (b) Councillor John Cooke
- Chief Officers' Appointments Committee
- (3) the membership of Committees and Sub-Committees for 2015/16 including, substitute provision in respect of the Chief Officers' Appointments Committee, the Chief Officers' Appeals Committee and the Employee Relations Disputes Resolution Committee, be as set out in the schedule attached to these minutes at Appendix A (pages AA.1 to AA.9) in accordance with the wishes of Political Groups;
- (4) it be noted that in appointing Members to the Audit Committee in accordance with CIPFA guidance, any Member appointed to Cabinet should not be a member of the Audit Committee;
- (5) the requirement to include an Executive Member on the Chief Officers Appointments Committee, be noted;
- (6) for the reasons referred to in paragraph 8(iii) of the report, the rules of proportionality do not apply to the Licensing Committee;
- (7) the membership of the Licensing Committee be as set out in the schedule attached to these minutes at Appendix B (page AA.10);
- (8) the membership of the Joint Safety Committee, the Parish Councils' Joint Consultative Committee and the Member Development Working Group, be as set out in the schedule attached to these minutes at Appendix C (pages AA.11 to AA.12);
- (9) the addition of the Portfolio Holder with responsibility for Adult Social Care and a representative from South Yorkshire Fire and Rescue, be incorporated within the membership of the Health and Wellbeing Board, as detailed at paragraphs 53 to 55 of the report and as set out in the schedule attached to these minutes at Appendix C (page AA. 12);
- (10) the appointments of John Hoare, as the Church of England representative and Damien Thorpe, as the Roman Catholic representative on the Children and Young People's Overview and Scrutiny Panel and on the Overview and Scrutiny Management Committee, where they are considering issues relating to education matters, be endorsed;
- (11) future appointments made during the course of the year to any of the Co-opted Member vacancies, be determined by the Overview and Scrutiny Management Committee;

- (12) the appointment of workforce representatives as non-voting invitees onto the Overview and Scrutiny Management Committee and the Standing Panels, as detailed at paragraphs 44 to 45 of the report and as set out in the schedule attached to these minutes at Appendix A (pages AA.1 to AA.4) be approved;
- (13) the Overview and Scrutiny Management Committee appoint as necessary, any further non-voting invitees to its membership or the membership of the Standing Panels during the course of the year, should it deem necessary; and
- (14) the Council reaffirms that future reviews on the proportional allocation of seats on Committees and Sub-Committees, be limited to the Annual Meeting and if appropriate, a mid-point in the year.

18. APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES AND SUB-COMMITTEES

Members considered a revised list of Political Group nominations for the appointment of Members to serve as Chairs and Vice-Chairs on Committees, Sub-Committees and Scrutiny Panels, which outlined amendments received from Group Leaders, that had been tabled at the meeting following the despatch of the agenda papers.

RESOLVED that the Chair and Vice-Chair of Committees and Sub-Committees for the 2015/16 Municipal Year, be as follows:-

<u>Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
Overview and Scrutiny Management Committee	Councillor John Mounsey	Councillor Jane Nightingale
Children and Young People's Overview and Scrutiny Panel	Councillor Rachel Hodson	Councillor Neil Gethin
Community and Environment Overview and Scrutiny Panel	Councillor Jane Kidd	Councillor Jane Cox
Health and Adult Social Care Overview and Scrutiny Panel	Councillor Tony Revill	Councillor Cynthia Ransome
Regeneration and Housing Overview and Scrutiny Panel	Councillor Craig Sahman	Councillor Kevin Rodgers
Planning Committee	Councillor Iris Beech	Councillor Dave Shaw
Elections and Democratic Structures Committee	Councillor Phil Cole	Councillor James Hart

<u>Committee</u>	<u>Chair</u>	<u>Vice-Chair</u>
Chief Officers' Appointments Committee	Councillor Sandra Holland	Councillor Glyn Jones
Awards, Grants and Transport (Appeals) Committee	Councillor Susan Knowles	Councillor Linda Curran
Audit Committee	Councillor Austen White	Councillor R. Allan Jones
Chief Officers' Appeals Committee	Councillor Linda Curran	Councillor Craig Sahman
Employee Relations Disputes Resolution Committee	Councillor Charlie Hogarth	Councillor Sue Knowles
Chief Officers' Investigatory Sub-Committee	Councillor Bill Mordue	Councillor John Mounsey
Licensing Committee	Councillor Ken Keegan	Councillor Linda Curran
Health and Wellbeing Board	Councillor Pat Knight Portfolio Holder responsible for Public Health	To be appointed at the first meeting of the Health & Wellbeing Board

19. DIARY OF MEETINGS – 2015/16 (Minute No. 94 – 3rd March, 2015)

Further to the above Minute, the Council considered a report which outlined the finalised diary of meetings for the 2015/16 Municipal Year.

At its meeting on 3rd March, 2015, the Council considered a report outlining a proposed Diary of Meetings for 2015/16, upon which comments were sought and these were now reflected in the schedule, attached at Appendix A.

Members were asked to note that as of last year, the frequency of Council meetings had been retained at six, with evening meetings starting at 6.00pm being held in the months of July and September.

In addition, in order to comply with statutory requirements for agreeing the Council Budget and setting the Council Tax, it was proposed to hold one meeting of Council in March, 2016. Meetings had been kept to a minimum during peak holiday periods in late July/August and over the Christmas period.

A schedule of Cabinet Meetings approved by the Mayor of Doncaster, had been incorporated in the Diary of Meetings. The dates for Overview and Scrutiny Management Committee meetings had been diarised to ensure that they synchronised with the budget setting process and coincided with the publication of the quarterly Performance and Improvement reports, to be considered in a timely manner.

RESOLVED that

- (1) the proposed Diary of Meetings for the 2015/16 Municipal Year, attached at Appendix A to the report, be approved; and
- (2) the schedule of Cabinet meetings as determined by the Mayor of Doncaster, be noted.

20. COUNCIL APPOINTMENTS TO OUTSIDE BODIES 2015/16

The Council considered a report which sought the appointment of Members to the schedule of Outside Bodies for the 2015/16 Municipal Year, as set out in the revised list detailed within Appendices A and B to the report, which had been tabled at the meeting.

The Deputy Mayor, Councillor Glyn Jones, proposed an amendment to the Council appointments to Outside Bodies in respect of the Doncaster and District Deaf Society, in that Councillor Sue Wilkinson, be replaced by Councillor Sue Knowles.

In addition, it was Moved by the Deputy Mayor, Councillor Glyn Jones and Seconded by the Mayor of Doncaster, Ros Jones, that Members appointed to the South Yorkshire Pensions Authority (SYPA) were required to attend mandatory training in order to ensure that they were fully aware of their obligations to be able to perform their role and for those Members who had not attended the mandatory training, they be removed from the SYPA.

On being put to the meeting, the Motion proposed by the Deputy Mayor, Councillor Glyn Jones, was declared CARRIED.

RESOLVED that

- (1) the appointments to Outside Bodies in accordance with the nomination lists, as set out in the revised Appendix A to the report, be approved subject to the replacement of Councillor Sue Wilkinson with Councillor Sue Knowles on the Doncaster and District Deaf Society;
- (2) should any vacancies remain on the schedule of appointments to Outside Bodies, the relevant Group Leader contact the Monitoring Officer following the meeting, to confirm details of the appointment(s), and that details of such appointments be reported to the next available Council meeting; and
- (3) Members appointed onto the South Yorkshire Pensions Authority, be required to attend mandatory training and that failure to do so, would result in that Member being removed.

21. AUDIO AND VISUAL RECORDING OF COUNCIL MEETINGS

The Council considered a report which sought approval for the future audio and visual recording of Full Council meetings and the Annual Council Meeting, and the creation of a record of the proceedings to be retained as a source of reference.

Members noted that a number of requests had recently been made to investigate the possibilities of audio visual recording of Council meetings. At present, there was no legal requirement for the Council to record the proceedings of Council meetings. In keeping with the Government's openness agenda and to ensure there was an accurate record of decisions and debate, it was proposed to retain and provide an audio visual recording of the meeting accessible through the Council's Website which was the most cost effective option and allowed Council to consider at a later date, if it wished to consider live webcasting.

It was noted that the current Chamber Management System could be upgraded and modified to allow for both webcasting and audio visual recording.

Members were informed that the recordings were intended to be made accessible to the public as a true record of proceedings, but there could be occasions where exempt items were discussed or sensitive dialogue or comments were made, which would be omitted from the version uploaded to the Council's website, but the Council would retain the unedited version. Any editing of recordings to ensure they were suitable and appropriate for viewing via the Council's website, would be made subject to the agreement of the Monitoring Officer. Any links to audio visual recordings would remain accessible on the website for a period of 12 months. The minutes from these meetings, which formed a true and official record of proceedings and decisions, would continue to be retained on the Council's Website and Intranet on the new Committee Management System.

RESOLVED that

- (1) the audio and visual recording of Council meetings be implemented with effect from September 2015;
- (2) audio and visual recordings of Council meetings be made accessible and available on the Council's Website following the meeting;
- (3) any editing of recordings to ensure the recordings are suitable and appropriate for viewing via the Council's website and editing thereof, be agreed by the Monitoring Officer; and
- (4) a further report be submitted to Council within the current Municipal Year, reporting back on the implementation of these arrangements together with any associated protocols and to consider whether Members would wish to implement arrangements for webcasting.

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE – 8

	COUNCILLOR
Labour	Councillor Craig Sahman
	Councillor Rachel Hodson
	Councillor Jane Kidd
	Councillor Jane Nightingale
	Councillor John Mounsey
	Councillor Tony Revill
Conservative	Councillor R. Allan Jones
Independent	Councillor John Cooke
Invitee	Paul O-Brien (GMB)

CHILDREN AND YOUNG PEOPLE'S OVERVIEW & SCRUTINY PANEL - 9

	COUNCILLOR
Labour	Councillor Nigel Ball
	Councillor Neil Gethin
	Councillor Rachel Hodson
	Councillor Alan Jones
	Councillor Sue McGuinness
	Councillor Sue Wilkinson
Conservative	Councillor Nick Allen
	Councillor James Hart
Mexborough First	Councillor Bev Chapman
Co-optees	Nomination being sought (Parent Governor Secondary Sector)
	Nomination being sought (Parent Governor Primary Sector)
	Nomination being sought (Parent Governor Special Needs Sector)
	John Hoare (Diocese of Sheffield Church of England)
	Damien Thorpe (Diocese of Hallam Roman Catholic Church)
Invitees	Jim Board (Unison)

COMMUNITY AND ENVIRONMENT OVERVIEW & SCRUTINY PANEL - 9

	COUNCILLOR
Labour	Councillor Iris Beech
	Councillor Susan Durant
	Councillor Mark Houlbrook
	Councillor Ken Keegan
	Councillor Majid Khan
	Councillor Jane Kidd
Conservative	Councillor Jane Cox
	Councillor Cynthia Ransome
UKIP	Councillor Clive Stone
Invitees	Tom Fent (Unison)

HEALTH & ADULT SOCIAL CARE OVERVIEW & SCRUTINY PANEL - 9

	COUNCILLOR
Labour	Councillor Rachael Blake
	Councillor Elsie Butler
	Councillor Linda Curran
	Councillor George Derx
	Councillor Dave Nevett
	Councillor Tony Revill
Conservative	Councillor Cynthia Ransome
Mexborough First	Councillor Sean Gibbons
UKIP	Councillor Jessie Credland
Invitee	Lorna Foster (Unison)

REGENERATION & HOUSING OVERVIEW & SCRUTINY PANEL - 9

	COUNCILLOR
Labour	Councillor John Healy
	Councillor Charlie Hogarth
	Councillor Eva Hughes
	Councillor Ted Kitchen
	Councillor Kevin Rodgers
	Councillor Craig Sahman
Conservative	Councillor Alan Smith
	Councillor Jonathan Wood
UKIP	Councillor Clive Stone
Invitees	Paul Smillie (Unite)

PLANNING COMMITTEE - 11

	COUNCILLOR
Labour	Councillor Iris Beech
	Councillor George Derx
	Councillor Susan Durant
	Councillor John Healy
	Councillor Eva Hughes
	Councillor Alan Jones
	Councillor Sue McGuinness
	Councillor Dave Shaw
Conservative	Councillor Alan Smith
	Councillor Jonathan Wood
Mexborough First	Councillor Andy Pickering

ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE - 11

	<u>COUNCILLOR</u>
Labour	Councillor Phil Cole
	Councillor Pat Haith
	Councillor Charlie Hogarth
	Councillor Majid Khan
	Councillor John McHale
	Councillor Jane Nightingale
	Councillor Kevin Rodgers
	Councillor Sue Wilkinson
Conservative	Councillor James Hart
Mexborough First	Councillor Sean Gibbons
UKIP	Councillor Clive Stone

CHIEF OFFICERS' APPOINTMENTS COMMITTEE - 11

	<u>COUNCILLOR</u>	<u>SUBSTITUTES</u>
Labour	Councillor Nuala Fennelly	Councillor Nigel Ball
	Councillor Pat Haith	Councillor Neil Gethin
	Councillor Sandra Holland	Councillor John Healy
	Councillor Mark Houlbrook	Councillor Jane Kidd
	Councillor Glyn Jones	Councillor Jane Nightingale
	Councillor Majid Khan	Councillor Tony Reville
	Councillor Pat Knight	Councillor Chris McGuinness
	Councillor Bill Mordue	Councillor Sue Wilkinson
Conservative	Councillor Nick Allen	Councillor James Hart
Mexborough First	Councillor Andy Pickering	Councillor Bev Chapman
Independent	Councillor John Cooke	-

* Substitutes to be called from the pool listed above for each respective Political Group.

AWARDS, GRANTS AND TRANSPORT (APPEALS) COMMITTEE - 7

	<u>COUNCILLOR</u>
Labour	Councillor Linda Curran
	Councillor Neil Gethin
	Councillor Ken Keegan
	Councillor Sue Knowles
	Councillor Dave Shaw
Conservative	Councillor Jane Cox
UKIP	Councillor Clive Stone

AUDIT COMMITTEE - 5

	<u>COUNCILLOR</u>
Labour	Councillor Susan Durant
	Councillor John Healy
	Councillor Alan Jones
	Councillor Austen White
Conservative	Councillor R. Allan Jones

CHIEF OFFICERS' APPEALS COMMITTEE - 5

	<u>COUNCILLOR</u>	<u>SUBSTITUTE</u>
Labour	Councillor Nigel Ball	Councillor Joe Blackham
	Councillor Linda Curran	Councillor Tony Corden
	Councillor Eva Hughes	Councillor Pat Haith
	Councillor Craig Sahman	Councillor Sue McGuinness
Conservative	Councillor Jonathan Wood	Councillor James Hart

* Substitutes to be called from the pool listed above for each respective Political Group.

EMPLOYEE RELATIONS DISPUTES RESOLUTION COMMITTEE - 5

	<u>COUNCILLOR</u>	<u>SUBSTITUTE</u>
Labour	Councillor Susan Durant	Councillor Elsie Butler
	Councillor Charlie Hogarth	Councillor George Derx
	Councillor Sue Knowles	Councillor Rachel Hodson
	Councillor David Nevett	Councillor Kevin Rodgers
Conservative	Councillor Nick Allen	Councillor Jonathan Wood

* Substitutes to be called from the pool listed above for each respective Political Group.

CHIEF OFFICERS' INVESTIGATORY SUB-COMMITTEE - 5

	<u>COUNCILLOR</u>
Labour	Councillor Nigel Ball
	Councillor Rachael Blake
	Councillor Bill Mordue
	Councillor John Mounsey
Conservative	Councillor Jane Cox

LICENSING COMMITTEE - 14

	<u>COUNCILLOR</u>
Labour	Councillor Iris Beech
	Councillor Rachael Blake
	Councillor Elsie Butler
	Councillor Linda Curran
	Councillor Neil Gethin
	Councillor Charlie Hogarth
	Councillor Ken Keegan
	Councillor John McHale
	Councillor David Nevett
	Councillor Tony Revill
Conservative	Councillor Steve Cox
	Councillor James Hart
Mexborough First	Councillor Bev Chapman
UKIP	Councillor Clive Stone

JOINT SAFETY COMMITTEE - 4

	<u>COUNCILLOR</u>	<u>SUBSTITUTE</u>
Labour	Councillor George Derx	Councillor John Healy
	Councillor Charlie Hogarth	Councillor Mark Houlbrook
	Councillor Sue Knowles	Councillor Jane Nightingale
Conservative	Councillor R. Allan Jones	Councillor James Hart

* Substitutes to be called from the pool listed above for each respective Political Group.

PARISH COUNCILS' JOINT CONSULTATIVE COMMITTEE - 8

	<u>COUNCILLOR</u>
Labour	Councillor Rachael Blake
	Councillor Linda Curran
	Councillor George Derx
	Councillor Mark Houlbrook
	Councillor Tony Revill
Conservative	Councillor R. Allan Jones
Executive Members	Councillor Glyn Jones
	Councillor Chris McGuinness

MEMBER DEVELOPMENT WORKING GROUP - 3

	<u>COUNCILLOR</u>
Labour	Councillor Tony Corden
	Councillor Jane Nightingale
Conservative	Councillor James Hart
Mexborough First	Vacancy
UKIP	Councillor Clive Stone

HEALTH AND WELLBEING BOARD - 3

	<u>COUNCILLOR</u>
Labour	Councillor Nuala Fennelly
	Councillor Glyn Jones
	Councillor Pat Knight
Conservative	Councillor Cynthia Ransome

To the Chair & Members of Council

Corporate Plan Refresh

Relevant Cabinet Member(s)	Wards Affected	Key Decision
Mayor Ros Jones	All	K1275

EXECUTIVE SUMMARY

1. The refreshed Corporate Plan is to be considered and approval sought.

RECOMMENDATIONS

2. Council are asked to consider and approve the refreshed Corporate Plan.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. The final revised Corporate Plan will give a concise, clear, coherent and reflective assessment of the key things that need to change to enable us to deliver the outcomes that Doncaster needs.

BACKGROUND

4. Council have already approved a three year Corporate Plan, in June last year. A number of its objectives have been successfully met, such as coming out of government intervention and establishing the Children's Trust. We are making small changes to reflect these successes and to detail new challenges.
5. It is also an opportunity to introduce Outcomes Based Accountability (OBA) as the method of managing progress against the Corporate Plan. The starting point was to reword the Corporate Plan outcomes as whole population outcomes.
6. Detailed discussions have taken place with Executive Board, Portfolio Holders and Directorate management teams. Corporate Plan outcomes and objectives have been considered and refined, with key measures identified. The refreshed Corporate Plan, with associated indicators and measures, is attached as an Appendix.
7. Heads of Service Plans are under development, alongside the PDR process. These will include the additional indicators or measures that do not appear in the Corporate Plan. Heads of Service Plans will also capture Directorate objectives which may be escalated to a Corporate Plan level if appropriate.

8. A minimum four week period of consultation with Elected Members is required by the Council's Budgetary and Policy Framework. The draft Corporate Plan was considered at an informal workshop meeting of the Overview & Scrutiny Management Committee, which was open to all Members, on 1st July. The Chair of the Overview & Scrutiny Management Committee has written to the Mayor with a series of recommendations. The Mayor will provide a verbal response to the OSMC recommendations at Council, as well as a full written response to the Chair.

IMPACT ON THE COUNCIL'S KEY PRIORITIES

9. The Corporate Plan will detail and co-ordinate the council's key objectives.

RISKS AND ASSUMPTIONS

10. As the Corporate Plan does not detail the full range of legal duties and objectives of the Council, there is a risk that the performance management process will not highlight areas of underperformance. To reduce the likelihood of this happening, Heads of Service plans will capture Directorate objectives which may be escalated to a Corporate Plan level if appropriate.
11. As measuring the completion of actions against an objective may not reflect the progress made in addressing the underlying issue, there is a risk that the Corporate Plan does not provide a focus for delivery against the priorities. The introduction of Outcomes Based Accountability (OBA) reduces the likelihood of this risk occurring by identifying clear outcome statements and the most appropriate whole population and service measures.

LEGAL IMPLICATIONS

12. The Corporate Plan forms part of the budgetary and policy framework and therefore has to be approved by full Council. Particular projects and activities arising as a result of the implementation of the Corporate Plan will need to be the subject of separate legal advice.

FINANCIAL IMPLICATIONS

13. There are no specific financial implications arising from this report; however any costs incurred in the delivery of the plan must be contained within approved revenue and capital budgets. Where specific initiatives arise in response to the contents of the report, which necessitate the incurring of costs, these will be reported separately.

EQUALITY IMPLICATIONS

14. In considering the Corporate Plan the decision maker must consider its duties under the Public Sector Equality Duty at s149 of the Equality Act 2010. This must be considered at each stage of the decision making process when formulating policies. The duty requires the Council, when exercising its functions, to have 'due regard' to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the act, and to advance equality of opportunity and foster good

relations between those who share a 'protected characteristic' and those who do not share that protected characteristic.

15. Particular programmes, projects and activities arising as a result of the implementation of the Corporate Plan will need to demonstrate that due regard to the Public Sector Equality Duty has been shown.

CONSULTATION

16. During the review of the Corporate Plan, consultation has taken place with:

- Portfolio Holders and Directors
- Directorate management teams
- Mayor and Cabinet
- Executive Board
- Leadership Team
- Overview & Scrutiny Management Committee
- Cabinet

17. A minimum four week period of consultation with Elected Members is required by the Council's Budgetary and Policy Framework.

REPORT AUTHOR & CONTRIBUTORS

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Simon Wiles
Director of Finance and Corporate Services

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Draft Corporate Plan Outcomes, Objectives & Measures

OUTCOME 1 All people in Doncaster benefit from a thriving and resilient economy	Objective 1: Residents have the skills, abilities and attributes that employers need
	Objective 2: Enterprise and business are supported to grow, and inward investment continues to increase.
	Objective 3: Young people access good education and employment opportunities
OUTCOME 2 People live safe, healthy, active and independent lives	Objective 4: When in need of care and/or support it is personalised, flexible and appropriate
	Objective 5: Vulnerable adults and children are safe and supported.
	Objective 6: People are supported to remain independent with good health and wellbeing
OUTCOME 3 People in Doncaster benefit from a high quality built & natural environment	Objective 7: The quality of Doncaster's built and natural environment is enhanced and protected
	Objective 8: The number and quality of homes in Doncaster meet housing needs
OUTCOME 4 All families thrive	Objective 9: All children in care and care leavers achieve their full potential
	Objective 10: Our children and young people benefit from learning and development opportunities
	Objective 11: Families get the right support and services at the earliest and most appropriate time
OUTCOME 5 Council services are modern and value for money	Objective 12: We have a modern, efficient and flexible workforce
	Objective 13: We have modern business and customer interactions
	Objective 14: The Council operates within its resources
	Objective 15: Working with partners we commission services that are value for money
OUTCOME 6 Working with our partners we will provide strong leadership and governance.	Objective 16: Team Doncaster is an efficient and effective partnership, recognised locally and beyond
	Objective 17: Leadership, management and governance is efficient, effective and fit for purpose

OUTCOME 1: All people in Doncaster benefit from a thriving and resilient economy
Objective 1: Residents have the skills, abilities and attributes that employers need
1. (R&E) Employment Rate in comparison to national average
2. (R&E) Out of work benefit claimants (16-64) - Proportion/ Rate
3. (R&E) Doncaster working age population with qualification at NVQ 3 and above (%)
4. (R&E) Private sector employment growth
5. (R&E) Wage rates (weekly full time - resident based)
6. (R&E) % residents in highly skilled occupations
Objective 2: Enterprise and business are supported to grow, and inward investment continues to increase
7. (R&E) Overall investment and growth gained (into and within Doncaster)
8. (R&E) Total Doncaster business stock
9. (R&E) % of retail and retail service units occupied in the core retail areas
10. (R&E) New business start-ups in Doncaster
Objective 3: Young people access good education and employment opportunities
11. (L&O;CYPS?) Achievement of a Level 2 qualification by the age of 19
12. (L&O;CYPS?) Achievement of a Level 3 qualification by the age of 19
13. (R&E) Participation and Transitional 16 to 18 year olds who are not in education, employment or training
14. (L&O;CYPS) Achievement of 5 or more A*- C grades at GCSE or equivalent including English and Maths
15. (L&O;CYPS) Schools judged Good or Outstanding (Primary and Secondary Settings)
16. (R&E) Total Apprenticeships in Doncaster
OUTCOME 2: People live safe, healthy, active and independent lives
Objective 4: When in need of care and/or support it is personalised, flexible and appropriate
17. (AHWB) Proportion of people using social care who receive self-directed support, and those receiving direct payments
18. (AHWB) Proportion of people who use services and carers who find it easy to find information about support
19. (AHWB) The proportion of Adult Social Care users that are currently in Long Term Care
20. (AHWB) Assistive Technology Installations per 100,000 population, aged 65 and over
21. (AHWB) Permanent admissions to Residential and Nursing Care per 100,000 pop 65+
Objective 5: Vulnerable adults and children are safe and supported.
22. (AHWB) Number of repeat victims of Domestic Abuse
23. (L&O; CYPS) % of Child Protection visits that have not taken place on time (within 2 weeks)
24. (L&O; CYPS) Case File Audits rated 'requires improvement' or 'inadequate'
25. (L&O; CYPS) Referrals to Children's Services that are repeat referrals within 12 months
26. (AHWB) Proportion of repeat safeguarding referrals
Objective 6: People are supported to remain independent with good health and wellbeing
27. (AHWB) Number of people participating at DCLT Leisure Centres per 1000 population
28. (AHWB) Successful completion of drug treatment for opiate and non-opiate users (%)
29. (AHWB) Infant Mortality Aged <1 per 1000 live births
30. (AHWB) % Of children aged 10-11 that are classified as overweight or obese
31. (AHWB) Percentage of eligible population aged 40-74 offered an NHS Health Check who received an NHS Health Check in the financial year
32. (AHWB) Percentage of adults achieving at least 150 minutes of physical activity per week
33. (R&E) The % households in fuel poverty (i.e. fuel costs are above the national median level and spending that amount would leave a residual income below the official poverty line)

OUTCOME 3: People in Doncaster benefit from a high quality built & natural environment
Objective 7: The quality of Doncaster's built and natural environment is enhanced and protected
34. (R&E) Recycling rate for household domestic waste
35. (R&E) Improved street and environmental cleanliness: Litter
36. (R&E) Improved street and environmental cleanliness: Detritus
37. (R&E) Principal roads and non-principal classified roads where maintenance should be considered
38. (R&E) CO ₂ Emissions
Objective 8: The number and quality of homes in Doncaster meet housing needs
39. (R&E) Net additional homes provided (Council and private sector provider/build)
40. (R&E & SLHD) Number of affordable homes provided (Council and private sector provider/build)
41. (R&E) Total number of empty homes, as determined from Council Tax records

OUTCOME 4: All families thrive
Objective 9: All children in care and care leavers achieve their full potential
42. (L&O; CYPS) Stability of placements of Children in Care: number of moves
43. (L&O; CYPS) School attendance of Children in Care
44. (L&O; CYPS) Children in Care achievement at Key Stage 4 GCSE level (or equivalent)
45. (L&O; CYPS) % of Care Leavers age 19 in suitable accommodation
46. (L&O; CYPS) Care leavers in education, employment or training
Objective 10: Our children and young people benefit from learning and development opportunities
47. (L&O; CYPS) Proportion of children who are 'school ready' as measured by the Early Years Foundation Stage Profile
48. (L&O; CYPS) Proportion of children attending early education programmes (including 2,3,&4 year old entitlement)
49. (L&O; CYPS) % of young people with learning or other disability who have a final Education Health Care Plan within 20 weeks of initial request
50. (L&O; CYPS) Primary and secondary schools persistent absent rate
51. (L&O; CYPS) % of children with first choice school placement/admission
Objective 11: Families get the right support and services at the earliest and most appropriate time
52. (AHWB) Number of families achieving positive outcomes through the Stronger Families Programme
53. (L&O; CYPS) Number of referrals to specialist services (step-up/step-down)
54. (L&O; CYPS) Number of people accepted and supported by an Early Help Assessment
55. (F&CS) Housing Benefit - Average number of days to process new claims
56. (F&CS) Local Council Tax Support - Average number of days to process new claims

OUTCOME 5: Council services are modern and value for money
Objective 12: We have a modern, efficient and flexible workforce
57. (F&CS) Delivery of actions under 5 core themes of the People Strategy
58. (CORP) Whole authority sickness
59. (CORP) Whole authority PDR's
Objective 13: We have modern business and customer interactions
60. (F&CS) % of services with a fully transactional on-line self service capability.
61. (F&CS) % of channel shift to on-line services by Doncaster residents as a result of the delivery of the Digital Strategy
62. (F&CS) % of residents operating digitally accessing Council services
63. (F&CS) 95% of invoices are paid within 30 days
Objective 14: The Council operates within its resources
64. (F&CS) Arrears of Council Tax
65. (F&CS) Arrears of Business Rates
66. (F&CS) % of Council Tax collected in year
67. (F&CS) Percentage of Non-domestic Rates Collected
68. (F&CS) Deliver 2015/16 savings and prepare for the delivery of 2016/17 savings
Objective 15: Working with partners we commission services that are value for money
69. (F&CS) % of local authority spend with Doncaster companies / suppliers
70. (F&CS) % increase in Contracts in 2015/16 that have social value reflected in them

OUTCOME 6: Working with our partners we will provide strong leadership and governance
Objective 16: Team Doncaster is an efficient and effective partnership, recognised locally and beyond
71. (F&CS) Number of organisations that attend the Partnership Summit
72. (F&CS) Increased positivity from the self-assessment survey
73. (F&CS) % attendance at the Team Doncaster and Partnership Board meetings
Objective 17: Leadership, management and governance is efficient, effective and fit for purpose
74. (F&CS) Number of data protection breaches
75. (F&CS) % Members attending mandatory training

**To the Chair and Members of the
Full Council Meeting**

**COMMUNITY SAFETY STRATEGY 2014-17 REFRESH AND OUTLINE OF SAFER
STRONGER DONCASTER PARTNERSHIP PRIORITIES 2015-16**

Relevant Cabinet Member(s)	Wards Affected	Key Decision
Chris McGuinness	All	P349

EXECUTIVE SUMMARY

1. This report provides an update on the 2015 refresh of the 2014/2017 Community Safety Strategy. The Strategy is a statutory plan which requires endorsement by Council but it is produced and owned by the wider Safer Stronger Doncaster Partnership (SSDP) who have a legal duty to work together to: reduce reoffending; tackle crime and disorder; tackle anti-social behaviour; tackle alcohol and substance misuse, and tackle any other behaviour which has a negative effect on the local environment, and to produce a plan outlining how this will be achieved.

EXEMPT REPORT

2. This is not an exempt report.

RECOMMENDATIONS

3. Full Council are asked to comment on and endorse the refreshed content of the Community Safety Strategy 2014/2017.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

4. Our consultation this year has been far-reaching and we have seen a large increase in the number of responses from residents, elected members and Partners throughout the Borough. Whilst using traditional methods of consultation, we have also used social media and on-line surveys to increase our level of engagement and this year we have had a particular focus on harder to reach and new and emerging communities to ensure our refreshed Strategy reflects the needs of all communities.

The refreshed content of the Community Safety Strategy has been identified through cross reference of the data captured in the Joint Strategic Intelligence Assessment and through a robust and comprehensive process of community consultation. This consultation and refresh has identified that the current priorities should remain, as they continue to meet the needs of all residents and Partners. Therefore during 2015/16 the priorities will remain as:

- a. Protecting vulnerable people;
- b. Reducing crime, anti-social behaviour and re-offending; and
- c. Reduce substance and alcohol misuse and the associated effects on crime.

This strategy will result in closer partnership working on the priorities identified and will have a positive impact on the citizens of Doncaster who will see improved outcomes in terms of feeling safer, being safer and getting the support they need with access to improved services. We will also be taking a strong enforcement approach to reducing crime, anti-social behaviour and substance misuse supported by early intervention and prevention, stopping issues from escalating and targeting resources where they are needed.

BACKGROUND

5. In Doncaster, the Community Safety Strategy which is produced every 3 years and refreshed annually. The attached refresh document has been produced following consultation on the partnership priorities and includes a summary of key achievements and refreshed priorities and outcomes we are seeking to achieve with and for the people of Doncaster. The plan also gives an overview of how we plan to address these priorities.

Key achievements to note over the last year include:

- Over the last year, through strong partnership working, overall crime has reduced by 7% which equates to 2,000 fewer victims of crime
- There has been a 7.9% reduction in criminal damage in the last year
- Anti-Social behaviour continues to fall, with a 4% reduction in the last quarter
- When compared with the same period last year, house burglaries have reduced by 33%
- Victims of Domestic Abuse and their families now have access to a 24 hour helpline and there are now additional caseworkers to support victims and their families
- Doncaster has launched a new programme to support those that want to change their abusive behaviour and early indications are that this is really helping people to stop Domestic Abuse
- For the first time in years reported incidents of Domestic Abuse has started to fall
- There has been a 25% reduction in adult re-offending which equates to over 7,000 offences
- We have taken a robust approach to people selling Novel Psychoactive Substances (legal highs), closing Town Centre premises and tackling the associated issues of anti-social behaviour and significant community concern
- Working in partnership with the police we have developed a centralised state of the art CCTV and Alarm Monitoring service with no reduction in the number of CCTV cameras in the Borough

Key challenges remain and the following refreshed priorities are recommended:

- Reducing Crime and ASB –with a new focus on restorative justice and visibility within communities as well as the use of new tools and powers to address these issues

- Reducing Reoffending – making better links with youth offending and the new providers commissioned to take over previous work undertaken by the Probation service.
- Protecting Vulnerable People – supporting the agendas of the Safeguarding Adults and Children’s Boards, developing stronger links, particularly in the areas of Child and Adult Sexual Exploitation and Sexual Abuse
- Domestic Abuse – continuing to drive down repeat incidents of Domestic Abuse and focussing on children and young people affected by this – helping to deliver a better and more innovative programme with the new Doncaster Children’s Trust who have been successful in securing Government funding to achieve better outcomes for children, young people and families.
- Substance Misuse – responding to the introduction of new legislation banning the sale and possession of Novel Psychoactive Substances (Legal Highs) the availability of which is having a negative impact in our communities and local prisons.

Crime reduction and Community Safety are not the sole responsibility of any one agency organisation or group and it is important that we draw together all agencies and communities in a joint agenda to combine our shared resources, creativity and effort within a common framework and plan. This plan is owned by all agencies within the Partnership and the Community Safety Strategy provides an outline of this work and importantly how we as a partnership set out our ambitions to address local issues, whilst recognising the needs of our communities.

The Community Safety Strategy was published last year and is a four year strategy, however we are required to refresh the Strategy on an annual basis to ensure our existing priorities remain current and in order to do this we carry out a community consultation.

The results of the 2015 Community Safety consultation are encouraging and demonstrate that in general residents have a positive perception of the work of the Partnership. However, many residents felt we could improve our services by being more visible, with a quicker response to incidents and more emphasis being placed on educating young people about the effects of crime and anti-social behaviour.

These areas will remain a focus for the SSDP in the forthcoming year and we will be examining how all partners can increase visibility and our response to incidents. In terms of educating young people about the impact and effects of their behaviour we will continue to use the successful Stronger Families programme and interventions led by the Communities Area Teams, Youth Services provision and new Restorative Justice Project.

OPTIONS CONSIDERED

6. To not produce a Community Safety Strategy – this would mean that the Council are not complying with legal requirements

To produce a refreshed Community Safety Strategy – enables the Council and partners to meet statutory requirements as well as focus partnership priorities over the coming year on issues that matter to the community and are based on evidence of needs.

REASONS FOR RECOMMENDED OPTION

7. There is a statutory requirement to produce a local plan setting out how the Council and its partners are working together to reduce reoffending; tackle crime and disorder; tackle anti-social behaviour; tackle alcohol and substance misuse, and tackle any other behaviour which has a negative effect on the local environment. The Community Safety Strategy meets this requirement and will inform the Local Authority's priorities and ensure the service meets the requirements for all Communities within the Borough.

IMPACT ON THE COUNCIL'S KEY PRIORITIES

8.

	Priority	Implications
1.	<p>We will support a strong economy where businesses can locate, grow and employ local people.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>The priorities within the Community Safety Strategy, particularly those reducing crime, anti-social behaviour and re-offending will help support the economy and businesses within the Borough.</p>
2.	<p>We will help people to live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>The Community Safety Strategy priorities apply equally to all residents. Delivery of high quality community safety services contributes to resident safety and perceptions of safety.</p>
3.	<p>We will make Doncaster a better place to live, with cleaner, more sustainable communities.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	<p>Delivery of the Community Safety Priorities contributes to safeguarding all residents.</p>
4.	<p>We will support all families to thrive.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>Many of our priorities have a direct impact on families.</p>

5.	We will deliver modern value for money services.	The range of services provided through the Strategy are reviewed to ensure VFM principles are followed.
6.	We will provide strong leadership and governance, working in partnership.	The Safer Stronger Doncaster Partnership provides strong and effective leadership to the Partnership agenda through effective governance.

RISKS AND ASSUMPTIONS

9. The main risk to the delivery of this strategy would be partnership resources and the ability to focus on the priorities identified. This will be addressed through regular discussions with partners and strong performance management.

LEGAL IMPLICATIONS

10. The Council is under a legal obligation to produce a three yearly strategy and refresh it yearly, this meets our legal requirement.

FINANCIAL IMPLICATIONS

11. Any additional financial costs as a result of this report will need to be met within existing budgets or additional resources identified. The partnership will continue to seek external funding sources as appropriate.

HUMAN RESOURCES IMPLICATIONS

12. There are no HR implications contained within the Strategy.

TECHNOLOGY IMPLICATIONS

13. No technology implications have been identified.

EQUALITY IMPLICATIONS

14. A Due Regard Statement accompanies the refresh of the community safety strategy.

CONSULTATION

15. This report has significant implications in terms of the following:

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

BACKGROUND PAPERS

16. Refreshed Community Safety Strategy and Due Regard Statement.

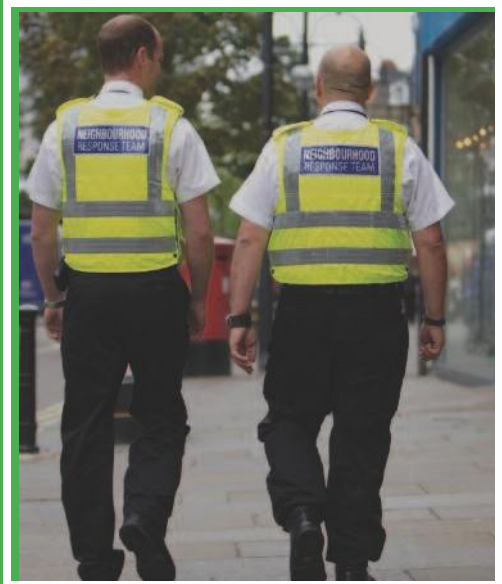
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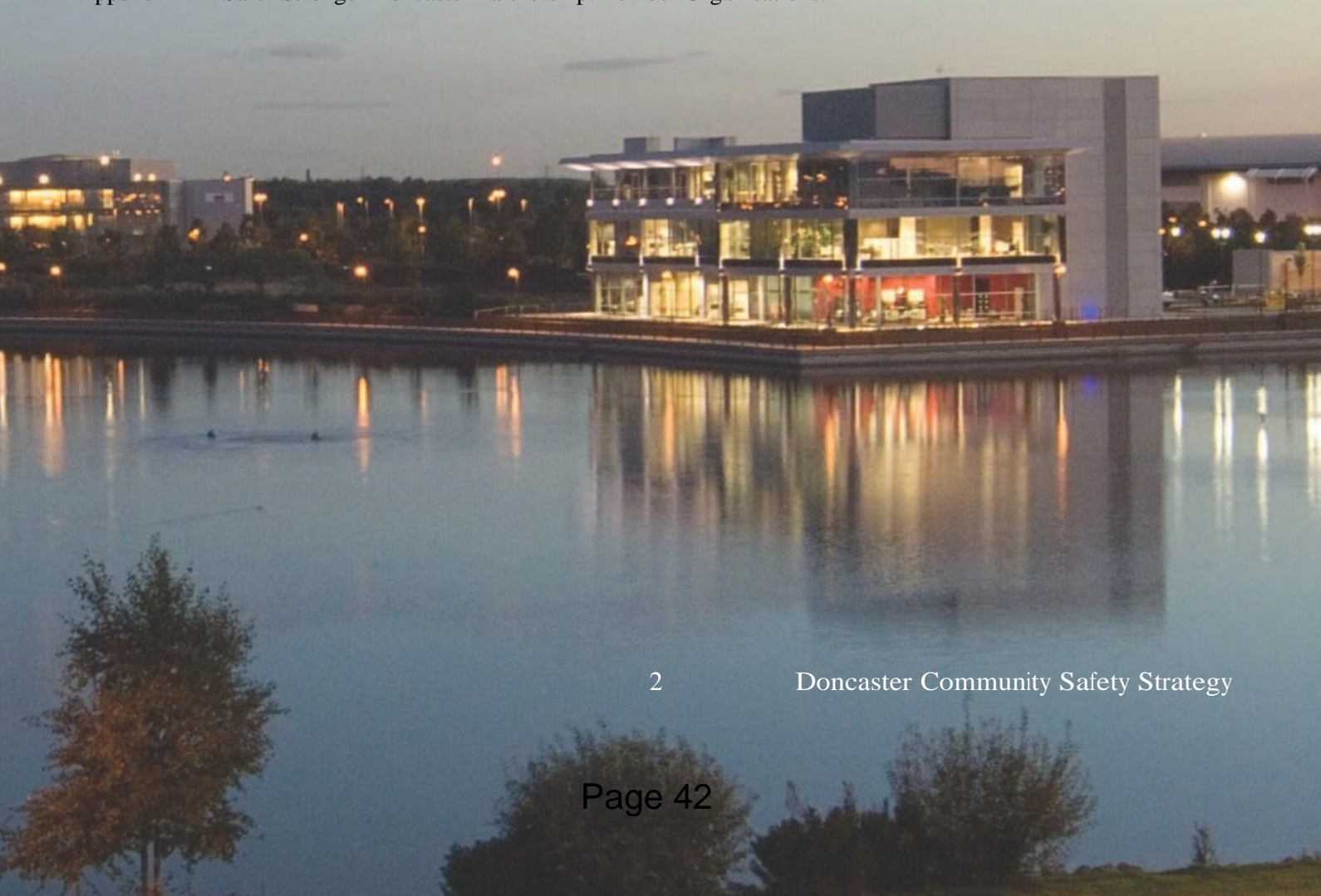
Doncaster Community Safety Strategy 2014 - 2017

Making Doncaster Safer Together



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Foreword

We are pleased to introduce the revised 2015 Community Safety Strategy, which outlines to our residents and Communities what they can expect from the Safer Stronger Doncaster Partnership.

In this Strategy we set out our ambitions to address local issues, whilst recognising the influence of wider transformational change.

We are aware there will be unprecedented reductions on funding for Public services over the next few years; including Police services and other partners. This means we will need to focus the resources we have on new ways of working between all partner agencies, who can deliver Community Safety outcomes better together.

Overall the Partnership has continued to achieve successful reductions in Crime and Anti-Social Behaviour and as an illustration during the period February to April 2015; Anti-Social Behaviour fell by 4% and house burglaries by 33%, when compared to the same period last year. Over the last 3 years overall crime has reduced by 7% which equates to 2,000 fewer victims of crime.

Tackling Domestic Abuse continues to be a priority for the Partnership and we have invested significant resources in addressing this important issue, providing additional support to victims and an integrated response to the whole family. Whilst reported incidents of Domestic abuse have risen over a number of years, this year we have seen a small reduction in the number of reports to the Police, which may be an indication that our approach is having a positive effect.

Within the Strategy we have outlined our important role in tackling Child Sexual Exploitation, supporting the vital work of the Doncaster Safeguarding Children's Board and raising awareness of this issue within our Communities and Partnership.

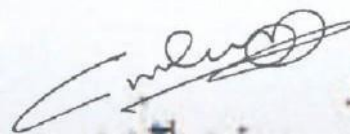
A further new area for us is our role in tackling Serious and Organised Crime, where the Government have recognised how we as a Local Partnership, can contribute to this agenda. We will be working alongside existing county wide groups, raising awareness, sharing information and training staff to recognise the signs of new and emerging crime trends. In particular recognising the emergence of the internet as a way of targeting victims.

The 2015 Community Safety Strategy has built on previous work and intelligence as well as, enabling our communities and partners the opportunity to contribute to the review of our priorities and have their say about how we tackle crime and disorder issues and protect vulnerable people.

Whilst we acknowledge the difficult landscape we are in, our Partnership will continue to use innovative methods and creative new ways of working, ensuring that we work together and alongside our communities to produce better outcomes.

It is the responsibility of everyone who lives and works in Doncaster to play their part in making our neighbourhoods safer and stronger. The success of this Strategy relies on us all working together to achieve further improvements in Community Safety, responding to challenges and building on our success.

Chair of Doncaster Safer Stronger Partnership
Councillor Chris McGuinness
Doncaster Council



Key Achievements

Throughout the strategy a number of achievements are highlighted which demonstrates progress in on meeting our priorities of protecting vulnerable people, reducing crime, anti-social behaviour and re-offending and reducing substance and alcohol misuse and the associated effects on crime.

We would like to thank all partners for their contribution to these achievements and acknowledge the support of all Communities in this success.

Over the last year:

- Overall crime has been reduced by 7% which equates to 2,000 fewer victims of crime.
- There has been a 7.9% reduction in criminal damage.
- Anti-social behaviour continues to fall, with a 4% reduction in the last quarter.
- Our partnership Neighbourhood Response Team has dealt with over 19,500 incidents some of which involved supporting very vulnerable people.
- House Burglaries have reduced by 33% with the help of partnership initiatives to target hot spot areas.
- Victims of Domestic Abuse and their families now have access to a 24 hour helpline and additional caseworkers to support victims and their families. Around 400 families have already received support.
- Doncaster has launched a new programme to support those that want to change their abusive behaviour and early indications are that this is really helping people to change their behaviour.
- For the first time in years reported incidents of Domestic Abuse has started to fall.
- There has been a 25% reduction in adult re-offending which equates to over 7,000 less offences.
- We have taken a robust approach to people selling Novel Psychoactive Substances (legal highs), closing Town Centre premises and tackling the associated issues of anti-social behaviour and significant community concern.
- Working in partnership with the Police we have developed a centralised CCTV and Alarm Monitoring Service with no reduction in the number of CCTV cameras in the Borough – there are over 1000 cameras in use at any one time.
- We are about to launch our new Community Justice Panels supported by volunteers to tackle low level offending, anti-social behaviour and neighbour disputes.
- Reduced Hate Crime by 24% with a strong focus this year on training staff to recognise and deal with this disturbing crime.
- Increased the number of volunteers involved in their local communities and supported local groups to develop activities and services within their neighbourhoods.
- Successfully supported over 870 families to turn around their lives, getting children back into schools, stopping anti-social behaviour and in some cases helping people into work.
- Secured Police and Crime Commissioner funding for a dedicated Police officer to work within the Offender Management Unit, targeting the ‘top ten’ Domestic Abuse offenders. The officer has been involved in hundreds of arrests and our good practice approach is now being mirrored in other areas of South Yorkshire.
- Developed a new sex worker support service, which has enabled over 100 women to access a mobile service. Several women have managed to exit this lifestyle through the support of the project.
- Successfully dealt with a number of community tension issue involving Hexthorpe, responding with highly visible partnership activity, litter removal campaigns, community engagement and the introduction of a selective licensing scheme.

Community Safety in Doncaster: An Overview

Crime reduction and community safety are not the sole responsibilities of any one agency organisation or group. They are the responsibility of individuals and communities as well as all the agencies that form the Safer Stronger Doncaster Partnership (SSDP). A list of all agencies forming the Partnership is shown at Appendix A.

By working together we can make Doncaster a safer place to live work and visit. Working together to reduce crime and disorder is vitally important as the effects damage individuals, families and the wider community. Implementing this strategy effectively will help Doncaster thrive: helping drive down business crime, improving the economy, and enhancing the health and well-being of all residents.

Doncaster covers an area of 224 square miles and has a population of around 303,600, an increase of 17,600 residents since 2001. The town is located at the heart of national rail and road networks, and served by a local international airport, these can bring significant opportunities to the town. Within Doncaster there are 4 prisons, which presents challenges around offender management and dealing with crimes and incidents that occur within these establishments. The Prisons are a key partner of the SSDP to co-ordinate and inform our response to these unique issues.

Doncaster's population is becoming more diverse, the 'White British' population has fallen by almost 5% between 2001 and 2011, with the main minority ethnic group being 'White Polish'. There is also a rising ageing population and alongside other towns and cities, new Communities are emerging as a result of migration from Europe and other continents. It is therefore a challenge for the Partnership and other public services, to ensure they are mindful of and responsive to the varying needs of our diverse communities.

This year we have carried a refresh of the Community Safety Strategy to ensure our current priorities are still correct and importantly reflect the needs of all Communities. We began by refreshing our Joint Strategic Intelligence Assessment (JSIA) which confirmed the partnership priorities. We then captured wider views from the community through a range of community consultation

events, face to face meetings with key networks and groups, as well as an on line questionnaire, which has been made available in paper form for those individuals without access to a computer.

Engagement has taken place across all parts of the Borough in shopping centres, Schools, Colleges, Social Education Centres, food banks and specialist services for victims of crime.

A key focus of our review has been engagement with Communities and groups who sometimes don't have the opportunity to engage. This has included venues such as the Conversation Club (a meeting place for asylum seekers) and places of Worship, including the Doncaster Faiths Together network.

The questionnaire was also distributed to a wide range of voluntary partnership agencies to ensure that all groups and networks felt they had a voice and a contribution to make to our review.



Through the questionnaire and face to face meetings we asked our Communities their perceptions of feeling safe, the impact of crime and anti-social behaviour in their communities and what they saw as the future priorities of the partnership and importantly how our services could be improved to meet their needs.

Over 1200 responses from the public gave a clear indication that 76% of those who responded felt safe in Doncaster most or all of the time and 72% of the respondents felt that agencies of the partnership were either effective or very effective at tackling crime and disorder.

Respondents also felt that our current priorities should remain as the continued priorities of the Partnership.

Whilst the results of the review are encouraging, there is certainly no room for complacency and many residents felt that we could improve our services by being more visible, with a quicker response to incidents and more emphasis should be placed on educating young people about the effects of crime and anti-social behaviour.

Doncaster will continue to respond effectively to these challenges and build on its track record of implementing new Partnership mechanisms in response to changing trends and patterns

In response to these concerns, Doncaster has been one of the first Policing areas in South Yorkshire to implement a new Policing Model, which has led to more visible resources being available to respond to incidents. The new 'Local Policing Model' introduced on the 1st March 2015 delivers highly visible dedicated Policing teams using new mobile technology to enable officers to work in the Community for longer, without the need to return to Police Stations to complete reports.

The DMBC Neighbourhood Response team remains as a highly visible Partnership resource, providing a first line response to anti-social behaviour and being key to the Councils early intervention model working alongside the Police and Communities Area Teams. The team have responded to 19,500 incidents in the last year and used mobile technology to maximise their patrol time and visibility within local communities. The team now have new mobile CCTV capability fitted to vehicles, enabling them to transmit and record incidents of anti-social behaviour to assist with evidence gathering and prosecutions.

This new technology was used recently, working alongside the Police, Neighbourhood Teams and St Leger Homes to conduct a joint off road motorcycle operation in the West area of Doncaster. As a direct result of the operation five off road motorcycles were seized and nine warnings were

issued. Responding to the concerns of local residents in this way has significantly reduced noise related anti-social behaviour.



Educating young people about the effects of crime and anti-social behaviour will be a key measure within our new Restorative Justice Programme. Using a network of volunteers the programme will provide restorative justice services within all our Communities to tackle anti-social behaviour, low level offending and neighbour disputes.

One important aspect of the programme is enabling participants to make amends for their actions. Statistically we are aware that most of the participants in the programme are young people, which will enable them to be made aware of the impact of their actions.

The work of the Partnership Stronger Communities agenda continues with a large focus on community involvement; community activity and volunteering, recognising that active, inclusive communities are safer and fairer communities for all. This year we have seen an increase in the number of volunteers to over 1,400 and a total of 2,400 groups are now supported in the Community by our Communities Area Teams. This provides a strong indication of the reach and impact of the community involvement, activity and inclusivity agenda.

The Partnership recognises our significant role in the agendas of Sexual Abuse, Child Sexual Exploitation and Serious and Organised Crime and the challenges presented by these issues.

Criminal offending behaviours and techniques have now started to change from traditional crime types such as property crime, to more elaborate and sophisticated behaviours using the internet to target and identify victims. We need to be aware of this change in offending and use our strength as a Partnership to respond to these new and emerging trends, educating the public and focusing on prevention.

Our existing models of early intervention and prevention will still be key, informing and educating the public and responding to issues in a more timely way. This has been a successful approach to meeting the challenge presented by Novel Psychoactive substances (legal highs) where a group of Partners formed a thematic group to co-ordinate our approach.

This successful model of intervention will be repeated in the future, to respond to new trends and emerging threats facing our communities.

The Doncaster Safeguarding Adults Board (DSAB) has a key responsibility for adult safeguarding issues and the Safer Stronger Doncaster Partnership holds a vital link with this board. We work closely together on safeguarding issues and provide regular updates to the Board on areas that include tackling Domestic Abuse and the Prevent agenda. One example of our joint working is the 'Keeping Safe Forum', who were a key contributor to our review. The forum held a stakeholder event in April 2014 which was attended by a range of agencies and was an ideal opportunity to raise the profile of safeguarding adults, encouraging all participants to actively promote and distribute the message that "safeguarding is everyone's business".

Throughout 2015 the SSDP will maintain close links to the DSAB and the Doncaster Safeguarding Children's Board (DSCB), particularly as there are a number of identified new areas of work emerging from the 2014 Care Act, which relate to safeguarding.

Other examples of our joint work include work around youth offending and tackling crime and anti-social behaviour by providing suitable diversionary activities at specific times or in identified hotspots and locations.

The Youth Offending Service are also a key member of our ASB panel.



We also work together to reduce and manage offending behaviour, working with young people and their families to reduce violent behaviour and Domestic Abuse in the family environment.

The consultation and engagement from the review of the Community Safety Strategy, the Partnership Development day and the findings of the Joint Strategic Intelligence Assessment have combined to provide a strong platform from which we have been able to review our Strategic approach and priorities as a Partnership.

Our existing priorities are:

- Protecting vulnerable people
- Reducing crime, anti-social behaviour and re-offending and
- Reduce substance and alcohol misuse and the associated effects on crime

During 2015/16 the priorities of the Safer Stronger Doncaster Partnership will remain un-changed, as it is clear they are robust, fit for purpose and cover the outcomes and important issues of our partners and Communities.

Priority One: Protecting Vulnerable People

Domestic Violence and Abuse

Where are we now?

Tackling Domestic Violence and Abuse continues to be a priority for the Safer Stronger Doncaster Partnership. Reported incidents of domestic abuse to the police have risen annually over recent years to a peak of over 9000 incidents in 2013/14. However, in 2014/15 there has been a small reduction in reported incidents for the first time with a total of 8738 reported.

Research shows that the vast majority of incidents are not reported to police or other agencies involved in delivering domestic abuse services and therefore raising awareness and encouraging victims and families to access support at the earliest opportunity is the key to long term success in reducing incident levels and making families safer.



Domestic Abuse is not limited to physical abuse and is defined as:

“any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members, regardless of gender or sexuality”.

Following a review of domestic abuse services by the NSPCC in 2012 and the publication of a new strategy for Doncaster our approach has been to develop and implement our whole family approach to domestic abuse whereby victims, perpetrators and families receive timely and appropriate support.

During the last year we have:

- Worked with the Children’s Trust on the new innovation programme, which will provide significant support for children and young people affected by domestic abuse.
- Worked with schools across the borough to raise awareness of Domestic Abuse.
- Improved access to services through a 24 hour helpline.
- Introduced a new perpetrator programme for those who want to change their programme
- Improved access to refuge and housing support.
- Recruited additional case workers to support at a local level victims and families of domestic abuse.

So far 150 perpetrators have been referred to the service from a range of agencies and many of these have achieved successful outcomes.

Where do we want to be?

Our vision for an integrated response to the whole family is that all services are working together to the same agreed objectives. Our response to domestic abuse is thus embedded into our work with families at all levels.

Prevention is at the heart of all Partnership action; work is continuing to change attitudes in relation to domestic abuse to reduce the number of incidents in the future, thereby reducing the risk to victims and improving safety for families. Through delivery of a co-ordinated multi agency service the Safer Stronger Doncaster Partnership are committed to ensuring that:

- Domestic Abuse is not socially acceptable and will not be tolerated in Doncaster.
- Every report of domestic abuse is treated seriously from the point of disclosure.
- There is immediate action to assess the level of risk and make the victim and family safe, where needed.
- Every investigation and prosecution is conducted thoroughly and professionally
- Every victim of domestic abuse is treated with dignity and has access to appropriate help.
- Help is available for the whole family to recover from the experience of abuse and to build the skills to cope into the future.
- Perpetrators are held accountable and are challenged to change their behaviour.

How do we get there?

We will continue to build on what we have already achieved. Significant progress has been made but there is still much more to do in ensuring that domestic abuse services to victims, perpetrators and families continue to develop. An area of development that has been recognised is the gap that exists in terms of the support to children within families affected by Domestic Violence and Abuse. The new Children's Trust working with the SSDP and other partners have been successful in gaining Central Government funding of £3.1m to develop new services for Children affected by Domestic Abuse. This new project called 'Growing Futures' involves the recruitment of a

significant number staff known as Domestic Abuse Navigators, who will work intensively with children and families affected by Domestic Abuse. These new posts will work alongside our existing services, developing early interventions, identifying needs and enabling families to access support.



Additional training will be provided to staff to help them recognise the signs of abuse and new programmes will also be developed to enable Children to recover and move on from their experience.

To deliver the vision of “An integrated response to the whole family”, we will:

- Focus on Prevention and Education including public awareness.
- Continue to deliver a multi-agency Workforce Development Strategy and Capability Framework to raise awareness amongst practitioners.
- Develop a wider menu of interventions to support Children and Young People affected by domestic abuse.
- Further develop the Domestic Abuse Hub to include more partners.
- Continue to deliver a quality Victim Service which includes emergency Refuge and Housing provision to support victims fleeing domestic abuse.
- Further develop and fully evaluate the Foundation4Change perpetrator service.

- Consolidate the response to high risk victims by continuing to effectively manage risk and safety through the IDVA Service and MARAC process.
- Re-commission services as the current funding platform concludes.
- Commission new services and de-commission existing services as required.
- Produce robust evidence of outcomes across all services to inform commissioning and ensure quality of services.

Workforce Development

Last year, over 1000 staff, from a range of partner agencies, have been trained to recognise and respond to disclosures of domestic abuse.

Delivering these key priorities will enable partners to maintain and improve the service to victims and families, reduce risk and increase safety for the significant number of Doncaster families affected by domestic abuse.



Clients of the Domestic Abuse Victim Service said:

‘...thank you so much. I would not have gone to court if you weren’t with me.’

‘I look back and I can’t believe that was me. Everything is different now. I can’t wait for you to see my new house!’

Changing Behaviours

The Foundation4Change Domestic Abuse programme has received over 150 referrals, with 90 in the assessment process and 31 having successfully completed the full programme.

Supporting Victims and families affected by Domestic Abuse

In just over a year, over 400 clients have received support from the Area based Domestic Abuse Caseworkers and over 600 high risk cases of Domestic Abuse have been supported by the Independent Domestic Violence Advocates.

Sexual Violence and Abuse

Where are we now?

The Partnership has its own local Sexual Violence and Abuse Strategy and a Sexual Violence and Abuse Theme Group which oversees work to tackle all aspects of sexual abuse.

Sexual abuse is significantly under reported to the police, although higher numbers contact voluntary sector services. Current voluntary sector service provision for victims is through Doncaster Rape and Sexual Abuse Counselling Service, which provides specialist counselling and an Independent Sexual Violence Advocacy Service.

In addition, the Sexual Assault Referral Centre based at Rotherham Hospital, provides immediate care and support for victims across South Yorkshire. The South Yorkshire Police Apollo Unit supports victims going through the court process, and works in tandem with the Independent Sexual Violence Advocacy (ISVA) service to ensure a holistic service is provided.

Doncaster was recently successful in a bid for Government funding for additional support services for sexual abuse victims.

Changing Lives at Doncaster Women's Centre also provides a range of support services for women affected by sexual abuse. Grants were awarded to DRASACS and Changing Lives to develop services and increase provision.

Where do we want to be?

A strategic review of sexual violence and abuse has been completed and will be published shortly. This provides evidence of the extent of sexual abuse locally including unreported sexual abuse.

The following Key strategic outcomes have been agreed:

- People in Doncaster don't experience sexual abuse, harassment and violence, and regard it as unacceptable.
- Victims of sexual violence and abuse receive quality and timely support to assist recovery.

There have been significant increases in reports of sexual offences over recent years some of which is of historical abuse. A total of 656 reports of sexual assault were made in 2014.

How do we get there?

The partnership will deliver their strategy on Sexual Violence and Abuse using the following objectives:

- Strong Partnership working and robust reporting structure across Team Doncaster Board agenda, recognising that Sexual Violence and Abuse is a cross-cutting issue.
- Deliver communications plan on all aspects of sexual abuse to raise public awareness that it is unacceptable.
- Provide children and young people with age appropriate information on respectful relationships by delivering education programmes in schools and through the Lifewise Centre.
- Respond as early as possible to issues of sexual abuse, to prevent escalation.
- Provide staff in all agencies with training to recognise and respond appropriately to disclosures of sexual abuse.
- Ensure co-ordinated response to incidents focused on safety and welfare of victim and any children.
- Ensure marginalised and vulnerable groups are able to access appropriate support.
- Encourage and support victims to report to the Police, recognising the various barriers to reporting and addressing them.

- Ensure a robust Police response to reports, backed by effective support for victims and witnesses and work pro-actively to maximise prosecutions.
- Manage offenders effectively to protect communities and reduce re-offending.

Child Sexual Exploitation

The Partnership recognises the threat posed by Child Sexual Exploitation (CSE) and the concern this raises within our Communities.



CSE in Doncaster is taken very seriously and under the Doncaster Safeguarding Children’s Board (DSCB) there exists a specific theme group that is responsible for implementing the CSE Strategy and monitoring the actions that emerge from this Strategy. Further information can be obtained from the DSCB website.

The SSDP Partnership fully recognises the part that we have to play in tackling CSE and raising awareness

of the issue and many of the key members of the SSDP are represented on the Safeguarding Children’s Board, theme groups and the sub groups that exist to support the robust approach taken in Doncaster.

A recent peer review of CSE in Doncaster noted that there were some strong developments around the way CSE is being tackled and these were evolving well.

Regular reports are made to the SSDP in terms of progress and we are fully committed to supporting the CSE Strategy by ensuring there is synergy, co-operation and collaboration between our approach and the Doncaster Safeguarding Children’s Board.



Priority Two: Reduce ASB, Crime and Re-offending

Anti-Social Behaviour

Where are we now?

Anti-social behaviour is consistently one of the most important issues for residents, which is why this remains a priority for the SSDP.

There has been a reduction in police recorded anti-social behaviour from 16162 to 15729 incidents during the year 2013/2014. This represents a 2.7% reduction, and follows a larger reduction of 26% during 2012/13

During the first part of 2014/15 we recognised a small increase in overall levels of anti-social behaviour and given the high importance attached to tackling anti-social behaviour by the public and agencies alike, the Partnership focused significant resources both strategically and operationally in order to improve performance. Pleasingly we have now seen performance improve, by focusing our activities in those areas where analysis showed an increase had occurred. Incidents of anti-social behaviour have now returned to normal levels, however through the ASB theme group close monitoring will continue.

Performance in relation to criminal damage remains positive. By the end of October 2014, we saw a 2.5% reduction compared to the same period in 2013 (1959 incidents year to date compared with 2004 incidents from April – October 2013).

The Partnership's current Anti-Social Behaviour Strategy recognises the importance of meeting the needs of victims of anti-social behaviour and properly reflecting these needs in the range of work it undertakes. A significant contribution to meeting victims' needs has been the introduction of a multi-agency Anti-Social Behaviour Panel.

This panel meets monthly to ensure that the needs of individual victims of anti-social behaviour who are deemed to be at significant risk of harm are being met.

Since its inception the Panel has considered the needs of over 260 individuals and has been able to co-ordinate prompt and effective action to resolve a large number of issues that, if left, may well have resulted in serious harm to victims. Many of the cases dealt with by the panel may have involved vulnerable adults and the work of the panel is imperative in meeting the strategic safeguarding objectives of the Safeguarding Adults Board. A member of the SSDP sits on the Safeguarding Adults board to ensure cross cutting issues such as this are captured within the work of all the theme groups that operate as part of the SSDP.

In 2014 new anti-social behaviour legislation was introduced, which reviewed existing Powers and also introduced some new measures. A specific new measure, the Community Trigger, provides members of the public with the right to request a review of how agencies have collectively managed their anti-social behaviour case. Partners have also embraced revised Powers and have already used the Closure Power, Community Protection Notices and Dispersal Powers to good effect.



Doncaster undertakes considerable activity that aims to prevent anti-social behaviour before it happens or to intervene early to stop any on-going anti-social behaviour becoming far more serious. As an example, the Neighbourhood Response Team (NRT) attended over 19,500 incidents, last year, many of which related to ASB.

Communities' Area Teams in collaboration with other partners such as South Yorkshire Police and St Leger Homes within Safer Neighbourhood Teams carry out a wide range of activities aimed at prevention and early intervention. These include the investigation of low level anti-social behaviour cases, working in schools to promote good behaviour, and the co-ordination and delivery of diversionary activities. During 14/15 the Area Teams dealt with in excess of 1,600 local ASB cases and supported nearly 2,500 individuals, including vulnerable victims.

Where do we want to be?

The partnership is committed to continue the good progress that has been made and has therefore set itself further robust targets of a 2% reduction in anti-social behaviour during 2014/15, building on the significant reductions in previous years.

“The partnership is committed to continue the good progress that has been made and a target for reducing ASB has been set for 2015/16 and we now monitor satisfaction levels of vulnerable victims”

We recognise that it is important for residents to feel safe and be confident that the services we provide will be effective in tackling the crime and anti-social behaviour that they are most concerned about. We are particularly committed to making sure that the most vulnerable victims of anti-social behaviour are satisfied with the service they receive from Partnership agencies. We have therefore recently introduced a measure to monitor satisfaction levels of vulnerable victims in respect of the service they receive.

How do we get there?

We are facing particularly challenging times over the coming years, with reductions in the financial and other resources available to tackle crime and disorder. In order to achieve our objectives, individual partners are prioritising resources and activity into dealing with anti-social behaviour. As well as the prioritisation of resources within individual partner agencies, collaborative working will continue to be undertaken in order to make most effective use of available resources.

A key role of the group in this area of its activity is to make sure that our collective efforts maintain an appropriate balance between the three interconnected strands of prevention, intervention and enforcement.



Under the strand of prevention and early intervention there is significant joint working between area teams and key partners such as SYP, St Leger Homes and the Stronger Families agenda. This focuses on ASB at a very local level, where agencies work together collectively, using shared resources and expertise to prevent escalation. Examples of this work includes: improved lighting, mobile CCTV cameras, additional patrols and diversionary activities for young people and families.

In the specific context of ‘enforcement’ the Partnership has focused a significant degree of its activity on preparing for the use of powers contained within the Anti-Social Behaviour, Crime and Policing Act 2014. In essence 6 new powers are available to be used either individually or together in order to tackle a wide range of anti-social behaviour caused by individuals or affecting a locality.



The Enforcement Team within DMBC have undertaken a restructure, taking account of these changes and they now link in with the Local Policing Team Structure which was recently introduced by SYP.

Police ASB officers are now based on an area level, working closely with partners and the ASB Theme group.

New ways of working with all partners have been developed which will result in stronger governance arrangements and improved ownership and evidence gathering for those cases that are escalated to a prosecution level.

Reducing Crime and Re-offending

Where are we now?

Statistically it is known that relatively small numbers of offenders, often repeat offenders, commit much of the serious acquisitive crime in Doncaster, in common with other areas. Managing them effectively can have a significant impact on both re-offending and acquisitive crime figures.

The strategic Reducing Re-offending and Serious Acquisitive Crime Theme Group is jointly chaired by South Yorkshire Police and the Community Rehabilitation Company (formerly South Yorkshire Probation). It meets bi-monthly and has a range of partners in attendance including South Yorkshire Police, Community Rehabilitation Company, Doncaster Council, the Prison Service, St Leger Homes and voluntary groups.

Serious acquisitive crime is the term used for crimes including burglary, theft from vehicles, robbery and theft of vehicles.

Since 2010 there has been an overall reduction of 20% in serious acquisitive crime.

The first three months of 2015 recorded the lowest burglary figures for 10 years, but we recognise that burglary of people's homes remains a top priority and particular areas are more disproportionately affected more than others.

Up to 30% of burglaries occur due to insecure properties, and it is important to continue to raise public awareness around home security. Working with voluntary groups and partners including St Leger Homes of Doncaster on initiatives including media campaigns highlighting how residents can quickly and cost effectively increase their home security has encouraged residents to become more security conscious.

At a strategic level a Police crime reduction officer works alongside the DMBC Major Projects and Planning Department to ensure that all new developments, whether commercial or residential, include the very latest advice and features to 'design out crime'. Features which include the provision of effective street lighting, the removal of 'blind corners' in alleyways and the inclusion of secure by design locks in windows and doors.

All work to reduce re-offending falls under the broad framework of Integrated Offender Management (IOM). The purpose of IOM is to ensure effective management of prolific offenders, and those offenders who have

been assessed as causing the greatest harm to communities.

This involves providing enhanced support to around two hundred of our most problematic offenders to reduce the likelihood of re-offending.

In Doncaster since 2010 there has been a 25% reduction in re-offending – this equates to over 7000 offences. Throughout the South Yorkshire region re-offending is down 9.89% which, in comparison to the national average of just under 1% reduction, is very positive.

Where do we want to be?

The Partnership is committed to continuing the progress that has been made and will continue to contribute to a reduction in overall crime through the work of the serious acquisitive crime and reducing re-offending teams.

Since 2010 there has been a 25% reduction in re-offending – this equates to over 7000 offences.

Government policy is for shorter sentences for offenders, with the management of more offenders in the community rather than in prisons. Bringing together the acquisitive crime and reducing re-offending themes indicates the Partnership focus on those offenders who cause the most harm to our communities, and limit their own life chances through re-offending. Continuing to identify and intervene with these offenders, will positively impact on levels of acquisitive crime.

Doncaster’s Integrated Offender Management Team consists of CRC staff, Police and voluntary sector support services, working together with a focus on rehabilitation.

In the specific context of ‘enforcement’ the Partnership has focused a significant degree of its activity on preparing for the use of powers contained within the Anti-Social Behaviour, Crime and Policing Act 2014. In essence 6 new powers are available to be used either individually or together in order to tackle a wide range

of anti-social behaviour caused by individuals or affecting a locality.

This includes signposting to specialist services and helping offenders to access appropriate mainstream services and opportunities including housing, benefits, health services, education training and employment.

Overall the aim is to engage partners and communities in tackling serious acquisitive crime, through public awareness-raising about prevention; intelligence gathering, Community Payback, and providing the support offenders need to change their behaviour.

How do we get there?

During 2015 South Yorkshire Police and key partners are introducing a new re-offending model, which will increase the cohort of offenders being supervised, widening it to include Domestic Abuse, Child Sexual Exploitation offenders and those engaged in Serious and Organised Crime. This will require a refresh of our current structures and approach to ensure local delivery matches the new county wide approach.

Communication between partner agencies and residents is important to gather information about the most problematic offenders. Increasing the methods of reporting suspicious behaviour will enable the partnership to focus resources in hot spot areas. By harnessing the available Partnership resources including St Leger Homes estate staff, as well as Neighbourhood Watch and other local community groups, residents will be encouraged to provide useful intelligence, in the knowledge that it is used to make their area safer.

In the month of February 2015 Doncaster saw the lowest level of recorded house burglaries ever recorded. It is our intention to use this model in other areas of Doncaster where burglary features as a significant issue.

As the probation service has undergone a period of significant change, a key objective is to create more robust methods of information sharing between partners in order to develop a useful performance management framework to record the offending rate of both adults and young people.

The group continue to use an intelligence-led response to domestic burglaries and reducing crime, which will enable increased communication with residents, encouraging them to become more proactive with their personal and household security. It is important that residents are actively engaged in helping to tackle crime, through membership of Neighbourhood Watch, reporting issues to the police and/or Crimestoppers.

Using best practice models to tackle house burglaries, areas of high volume burglary dwellings are quickly identified and additional resources are targeted to these areas. This approach is seen to be working effectively and has led to recent significant decreases in burglary offences.

As the probation service has undergone a period of significant change, a key objective is to create more robust methods of information sharing between partners in order to develop a useful performance management framework to record the offending rate of both adults and young people.

How secure is your home?
A third of all burglaries occur through insecure properties

- Make sure garages and sheds are secure
- Consider using security lights or sensors
- Keep windows closed and doors locked
- Consider using timer switches for indoor lights
- If you have a burglar alarm - remember to set it
- Don't leave gates open
- Keep fences and hedges maintained

Open windows, unlocked doors and broken gates make it easy for burglars to target your homes so remember to keep your property as secure as possible at all times.

Report anything suspicious:

EMERGENCY	NON-EMERGENCY	ANONYMOUSLY ON CRIMESTOPPERS
999	101	0800 555 111

Logos: Doncaster Council, South Yorkshire Police, South Yorkshire Police and Crime Commissioner

Serious and Organised Crime

Where are we now?

In October 2013 the Government published a new Serious and Organised Crime Strategy to coincide with the launch of the National Crime Agency.

The aim of the Strategy is to reduce substantially the level of serious and organised crime affecting the UK and its interests. The Strategy took a new approach to the threat creating four new areas of work modelled around the approach to countering terrorism.

These are based around the themes of pursue, prevent, protect and prepare.

Under the theme of pursue the strategy highlights a number of national initiatives, which are aimed at tackling a number of crime types. Whilst this has included traditional types of crime such as Drugs and Firearms, there has also been a new focus on emerging threats such as Child Sexual Exploitation, Foreign national offenders, modern slavery, organised immigration crime and the growing impact from cyber-crime.

The Government have recognised that Local Partnerships have a strong part to play in the Prevent element and have encouraged local Community Safety Partnerships to work alongside established County wide groups.

South Yorkshire Police have established a Local Organised Crime Partnership Board, which is chaired by a Senior Detective. This meeting is attended by representatives from each Community Safety Team from across South Yorkshire.

Recognising the links between Serious and Organised Crime, as a driver for other types of crime within our Communities, Doncaster SSDP holds representation on this Local Organised Crime Partnership Board. Other partners include the Crown Prosecution Service and National Probation Service.

Where do we want to be?

As a member of the Local Organised Crime Partnership Board Doncaster is forging close links with other agencies that form part of this board, particularly as we are aware that Organised Crime Groups often come into contact with agencies from the local Partnership.

This could involve many routes such as licensing, waste transfer, planning, housing and the disposal of waste materials.

Work is taking place to establish a contacts list within the local authority and key partners to enable law enforcement agencies to develop relationships with individuals to facilitate the sharing of knowledge and information.

How do we get there?

The main focus of work in Doncaster to support the County wide group relates to the following areas of activity;

- Assist in the development of the Serious and Organised Crime local profile, which will be informed by data supplied from local partners.
- Training of 15 local staff by South Yorkshire Police to raise awareness of and recognise the factors associated with modern slavery.
- Support the county wide approach to legal highs, in particular participating in the South Yorkshire wide days of action to tackle the impact of these substances, raising awareness of their effects and the dangers they pose.
- The SSDP continues to support the current work and actions of the County wide Local Partnership Board.
- Each partner of the SSDP to consider how it can assist in raising awareness of Serious and Organised Crime and the link to local issues within Communities.



Restorative Justice

Where are we now?

Restorative justice is a victim centred approach to justice; focused on repairing the harm caused by offending and restoring relationships. In 2014 a Ministry of Justice pilot scheme introduced Neighbourhood Justice Panels in 15 areas.

These panels were implemented in order to provide restorative services within communities to tackle anti-social behaviour, low level offending and neighbour disputes. The approach relies on volunteers from the local community facilitating the panels, providing them with the tools they need to be involved in dealing with the problems caused by crime and anti-social behaviour that they face.

After the initial success seen in the pilot projects, Doncaster has opted to implement their own restorative justice programme with the introduction of Community Justice Panels.

Jointly funded by St Leger homes and Doncaster Stronger Families, a Community Justice Panel co-ordinator has been recruited to organise and deliver the project.

Currently the panels are in the initial stage of establishing quick and effective referral mechanisms, promoting the project throughout the local community, and recruiting volunteers to facilitate the panels.

The panels have also been allocated funding from the Police and Crime Commissioner for South Yorkshire in order to help with the initial implementation. This funding will be used to help recruit and train a pool of volunteers, and should help with the costs of volunteer expenses.

Where do we want to be?

The primary objective for Community Justice Panels is to reduce anti-social behaviour and re-offending rates in Doncaster and increase victim satisfaction levels.

The latest Ministry of Justice evidence suggests an 85% victim satisfaction rate for those who chose to participate in a restorative intervention. The aim for

Doncaster's Community Justice Panels in the first year of operation will be to meet this victim satisfaction level.

The purpose of the panels will also be to divert potential first time entrants away from the criminal justice system, providing people with a chance to make amends for their actions before authorities go down the more expensive routes of prosecution and criminal conviction.

The process will be collaborative, solution focused and victim initiated, resulting in increased trust in local authority services, greater inclusiveness, less crime, improved relationships and better communication.

With the implementation of the panels it is the hope that Doncaster communities can become more self-sufficient in dealing with anti-social behaviour and low level offending. Restorative Justice will ensure that the wrong doer, harmed person and local community are at the centre of resolving issues that are affecting communities, promoting community cohesion and the restoration of relationships.

A primary objective will also be to reduce stress on statutory services such as the police; one of the key aims will be to reduce repeat call outs to neighbour disputes and anti-social behaviour so services can focus more of their efforts on other higher level offences.

We also want to ensure that Community Justice Panels are a principal intervention for neighbour disputes and anti-social behaviour in appropriate cases, rather than as a last resort after events have escalated.

How do we get there?

Our first priority for achieving success with Community Justice Panels will be to attract around twenty volunteers from across different areas in the borough and to train each volunteer. This training will ensure our volunteers are highly skilled in delivering the panels.

Over the next twelve months we aim to increase understanding and awareness of restorative justice amongst partner agencies. This will begin the process of embedding restorative practice into these agencies so that Community Justice Panels and other restorative interventions can be used as an initial intervention from the start of conflict.

CCTV in Doncaster

Where are we now?

Doncaster has benefitted from a Partnership CCTV network since 1994, however the original Town Centre System has now grown considerably to cover other large Communities including Thorne, Moorends and Mexborough. CCTV contributes to many of our priorities particularly protecting vulnerable people, and reducing the fear of crime.

CCTV can prevent crime, be instrumental in bringing offenders to justice as well as providing reassurance to residents and visitors to the town.

The Partnership acknowledges the importance for residents to feel safe and be confident in the service we provide; therefore it has developed a jointly integrated and efficient CCTV service in one operating centre.

Working in partnership with South Yorkshire Police, we have now developed a centralised CCTV and Alarm monitoring service for Doncaster, Rotherham and Barnsley Metropolitan Borough Councils. This centralisation activity has been made possible by making effective use of available resources as well drawing in additional funding where necessary.

This innovative approach has enabled us to be more efficient and effective in our CCTV monitoring arrangements and has meant there has been no reduction in the number of CCTV cameras monitored within Doncaster.

This centralised service is providing residents of these towns with an enhanced and effective tool to assist in the prevention and detection of crime, anti-social behaviour, building security and traffic management. From this single site both the Council and Police staff monitor and utilise the cameras that are allocated to each organisation for their specific purpose.

The Partnership acknowledges the importance for residents to feel safe and be confident in the service we provide



Where do we want to be?

The centralised service will continue to be developed and joint working will become embedded in CCTV and Alarm monitoring across Doncaster, Barnsley and Rotherham.

Each organisation will be responsible for ensuring that the data processed by their cameras is used in line with the requirements of the Data Protection Act 1998 with clear data sharing agreements.

Further efficiency savings will be explored through this process, together with the in-house provision of security arrangements for Doncaster.

How do we get there?

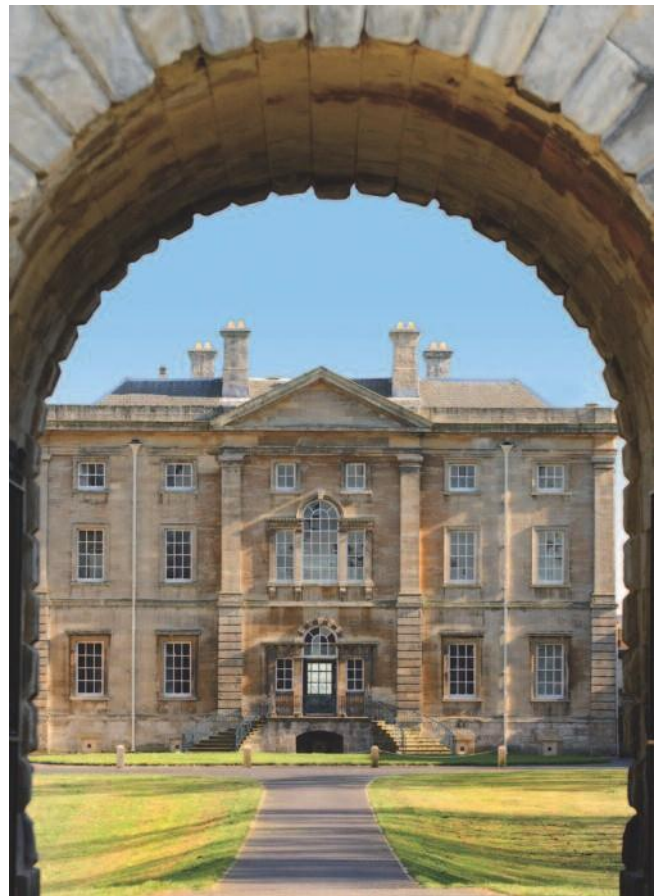
Teams from both the Council and South Yorkshire Police have been set up to continue to monitor the integration which will lead to an enhanced co-ordinated service for residents across three local authorities; Doncaster, Barnsley and Rotherham.



The model within Doncaster follows the 2007 National Strategy for CCTV and in 2013 a new government led 'Code of Practice' was published, which identifies a number of Guiding Principles for the use of CCTV. The strategy and these principles have been embraced by the CCTV Partnership in order to develop and deliver a jointly integrated and efficient CCTV service.

This guidance will ensure that residents in Doncaster, Rotherham and Barnsley can feel confident that the CCTV systems operated from Doncaster will always be used for a specified purpose which is in pursuit of a legitimate aim and is necessary to meet an identified purpose.

The governance responsibility for CCTV in Doncaster and also in relation to the centralisation process sits with the Safer Stronger Doncaster Partnership Executive Board and CCTV Theme Group Board. There are clear and effective review and audit mechanisms in place to ensure legal requirements, policies and standards are complied with.



Residents in Doncaster, Rotherham and Barnsley can feel confident that the CCTV systems operated from Doncaster will always be used for a specified purpose which is in pursuit of a legitimate aim and is necessary to meet an identified purpose.

Priority Three: Reduce Substance and Alcohol Misuse and the Associated Effects on Crime

Where are we now?

The Partnership recognises that more can be done through the drug and alcohol agenda to improve the safety of all residents of Doncaster. Drug and alcohol misuse does not just affect the individual, but impacts on families and communities. Throughout the lifetime of the 2014-17 strategy the Partnership is committed to effectively contributing to the safety of all residents.

The overall direction and purpose of the partnership strategy for drug and alcohol treatment is set out in the Adult Drug and Alcohol Treatment and Recovery Plan 2013/16 which is supported by yearly treatment plans outlining the specific actions and deliverables. There is now a fully integrated treatment service, which focuses on the issue of dependence rather than substance specific treatments.

The overall number of drug offences has reduced by 14% in 2014/15 compared to the previous year – a clear sign that Partnership efforts are focussing on the right issues.

Where do we want to be?

Public health is currently leading on the implementation of a 'Hidden Harm Strategy'. Hidden Harm work looks to safeguard children and raise awareness of the potential impact of parental substance misuse on parenting capacity and on children. The strategy will bring together partner agencies from within the adult and children's agendas to focus on the issue and embed this into policy and procedure across the Partnership.

Patterns of drug use are changing nationally and locally and it is a key challenge for all services to respond to these changes.

The use of new, less researched stimulant drugs – often termed 'party drugs' or wrongly referred to as 'legal highs' – is becoming more common. Doncaster recognised the threat posed by this new development and was swift to put in place an effective response using our strong partnership network across all agencies.

A multi-agency thematic group has been specifically commissioned to provide a more robust response to health harms caused by legal highs. Doncaster has taken effective enforcement action against major retailers in the town and this has led to the closure of premises in the Town Centre, using new anti-social behaviour legislation. Being one of the first Authorities in the Country to take this approach, a strong signal has been made that the Partnership recognises this threat and we will use all methods and approaches to raise awareness of this issue and prevent and disrupt the supply using current legislation.

Based upon the Doncaster approach a case study has been developed which is being used by the Home Office to support the case for a change in legislation. This highlights the threat posed by the sale and availability of these products to our residents and young people and the links to incidents of anti-social behaviour.

Last year 238 clients were successfully treated within alcohol and drug misuse programmes in Doncaster.



Nearly 42% of clients were successfully treated within alcohol misuse programmes, which is consistently above the national average of 36%

How do we get there?

There is now a greater focus on prevention rather than treatment and a revised Prevention Action Plan is being developed which will address a number of areas. This includes the night time economies within Doncaster and working in Partnership with licensing departments and the police to prevent and reduce levels of drug and alcohol related violent crime throughout the borough.

At the other end of the scale are those individuals whose patterns of drug and alcohol misuse are so entrenched that they place a huge burden on emergency services. These have become known nationally as the 'blue-light population'.

Given the current financial landscape and the budget reductions faced by all public sector agencies Doncaster is looking to reduce the burden placed on these services by targeting and working with this group of people following a national best practice model. Whilst certain types of behaviours associated with entrenched patterns of addiction such as street drinking are reducing (a 12% reduction witnessed in 2014/15 compared with the previous year); it is hoped that this work will reduce the harm caused to communities even further.



Doncaster has implemented the MPACT (Moving Parents and Children Together) programme in 2015 to work with parents and children affected by drug or alcohol dependence.

This programme improves family functioning and communication, and protects children from the harmful effects of parental substance misuse and thus improves their future prospects.

The families who are involved in phase one of the project, have benefitted enormously from the support provided by the programme. Therefore the Partnership will be training a further eight practitioners to allow Doncaster to run the programme more frequently and reach more families in the coming year.

Initial meetings with key Partnership officers have taken place to implement the legal highs 'Fast Response' multi-agency team.

Community Consultations

Consultation with residents and communities plays a key part in the development and annual review of the Community safety Strategy.

In accordance with the Equality Act (2010) we actively sought to engage with voluntary and community organisations that currently work with, or represent people with protected characteristics.

The 2015 Community Safety Consultation took place between the 5th January and 14th February 2015 and engaged with 1,204 people from across Doncaster. This represents a significant increase on previous consultations and has enabled the Strategy review team to gain a better understanding of the needs of our Communities, partner and voluntary groups.

The questionnaire was available on-line, and in paper form and was advertised in traditional and social media.



Headline Summary of Responses

Q1: Overall do you feel safe living in Doncaster?

Of those who responded to this question, 76% said they felt safe in Doncaster most or all of the time. 3% of people said they never felt safe in Doncaster and information about why people didn't feel safe will be used as a focus of partnership work in the coming year.

Q2: Where do you feel unsafe?

The majority of respondents to this question reported feeling unsafe at night, with Town Centre being the area where most people said they felt unsafe.

Just over 10% of people who completed the survey said they felt unsafe in their own home. The reasons for these feelings are not always clear however it does perhaps indicate the perceived prevalence of anti-social behaviour, domestic abuse and property crime with the need for the Safer Stronger Doncaster Partnership to ensure its robust links with both the adult and children safeguarding boards are maintained.

Q3: How effective do you think agencies are at tackling crime and disorder in Doncaster?

72% of the respondents thought the agencies of the partnership were either effective or very effective at tackling crime and disorder. 28% of those who answered this question thought that the agencies of the partnership were not effective.

Q4: Which, If Any Of Our Existing Priorities Are Of Concern To You?

Almost 60% of the people answering this survey felt that 'Crime' (this can include burglary, robbery, car crime, domestic and sexual violence) was their main concern. 55% told us that Anti-Social Behaviour (this can include groups hanging around on the streets, nuisance motorbikes, noisy neighbours) concerned them most; whilst almost 40% were most concerned with substance misuse (this covers illegal and legal drug misuse and alcohol misuse such as underage drinking and drinking on the streets).

Q5: Have you been a victim of crime in the last 12 months?

74% of respondents had not been victims of crime, however 26% had been a victim of crime and their feedback is important to us in terms of understanding how we can prevent these crimes and how to improve our services to victims.

Q6: What suggestions do you have to help the Safer Stronger Doncaster Partnership improve our services? (Responders were given the option to provide more than one response)

The majority of residents (60%) told us that they would like to see more officers from partnership agencies on the streets. Just over a quarter of those who responded wanted to see a quicker response to reported incidents, with a further quarter telling us that they would like us to put more emphasis on educating young people about the effects of crime and anti-social behaviour. Around 5% of respondents would like to see an increase to the CCTV coverage.

The Partnership has a strong focus on education and early intervention with young people as a way of preventing crime and anti-social behaviour. This is achieved through the work of the Stronger Communities Officers working as part of the Area Teams in collaboration with other partners including the Neighbourhood Response Team.

In addition to this the Partnership will be implementing Community Justice Panels as a way of dealing with low level crime and anti-social behaviours and neighbour disputes. The Panels will train community members as volunteer facilitators to bring together the victim and the perpetrator in a controlled way to give the victim a direct say in the justice process. These panels will play a major role in educating communities as to the impact of crime and anti-social behaviour on victims, through allowing the victim to speak directly to the offender and explain the harm caused.

The partnership is committed to continue the good progress that has been made

Work is being undertaken with St Leger Homes to increase the coverage of the CCTV network in some residential areas within Doncaster and the Partnership now has access to re-deployable CCTV, which we can use in areas identified as crime or anti-social behaviour hot spots. These cameras have been successfully used in many areas of Doncaster to provide reassurance and act as a strong deterrent to offenders.

What Happens Next?

The Safer Stronger Doncaster Partnership held a development day where many of the issues identified within the consultation and the new challenges faced by the Partnership were discussed. There was recognition of our achievements and a reinforced commitment from all major partners that as our organisations undertake change, we will recognise the value in working together collectively to achieve our partnership goals and aspirations.

A review of our Governance arrangements will take place and this will include the current structure of our thematic groups to strengthen our accountability and produce more focused outcomes around our priorities and those identified within the refresh of our Community Safety Strategy.

Progress against these targets will also be reported to the public through the established PACT meeting structure, elected members, newsletters and all forms of electronic and local media. The minutes from the SSDP meetings will also be published on the teamdoncaster.org.uk website.

Communicating with residents about our work

People receive information and form perceptions about crime and anti-social behaviour from many different sources, all of which contribute to how safe they feel in our communities. We want people living and visiting to feel safe in Doncaster and this means providing accurate information about the work of the partnership.

The Partnership works together to ensure key messages are effectively communicated and residents have the information they need to access services and raise awareness of crime and disorder issues. Strong links have been formed with the media in Doncaster and South Yorkshire and by using these relationships press and marketing campaigns have proved to be effective.

Some examples of partnership marketing activity are:

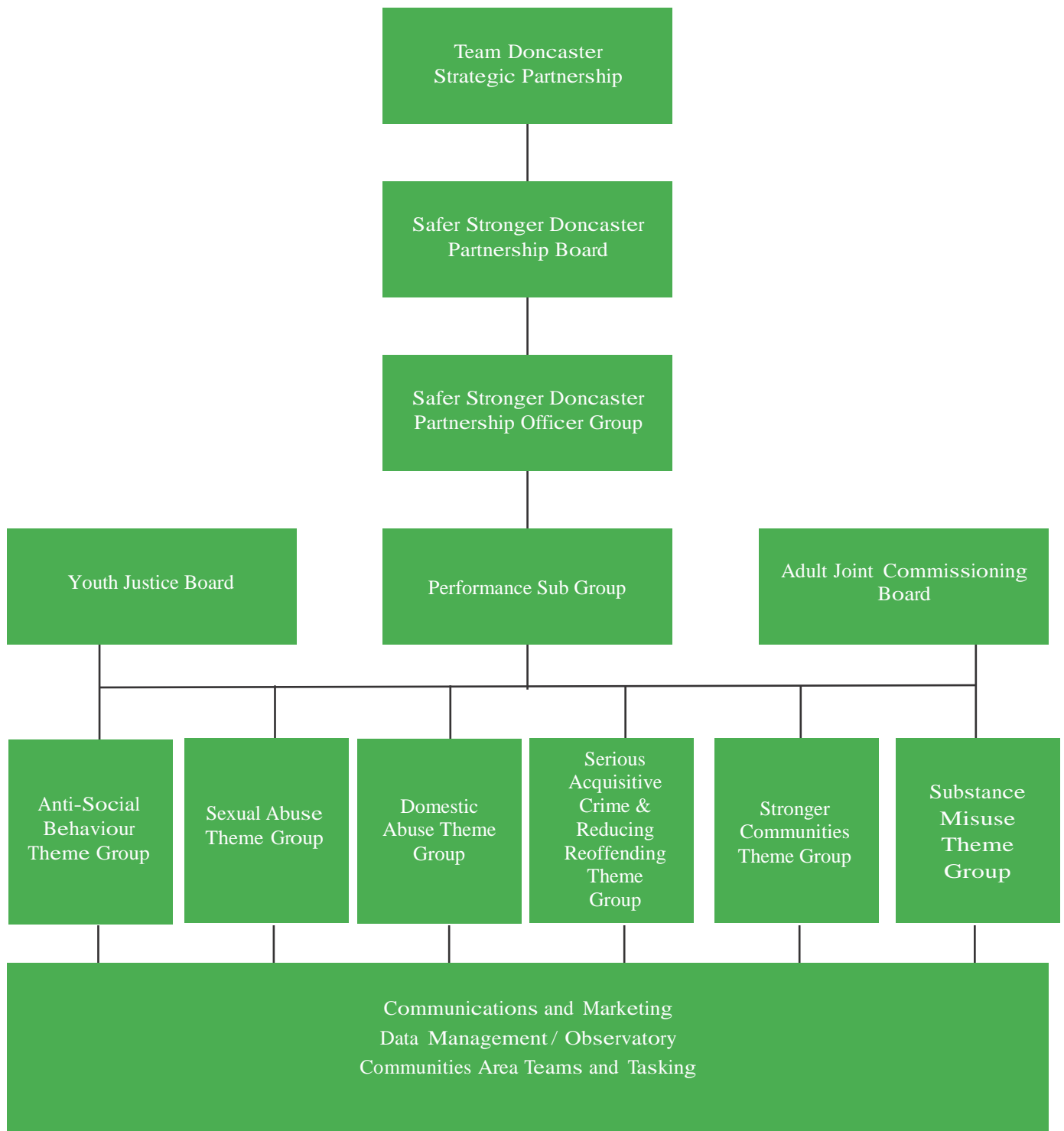
- Awareness raising campaign to encourage people to report anti-social behaviour. This has included radio adverts and the design of a new logo to reinforce our zero tolerance approach.
- Developing existing domestic abuse campaign materials to help reach a wider audience.
- A Christmas crime prevention campaign.
- Best Bar None promotion of this nationally recognised scheme which aims to make licensed premises safer and reduce alcohol related crime and disorder.



- The launch of the regional Special Constables recruitment campaign.
- Publicity for the Neighbourhood Response Team including the launch of the Integrated Services Scheme when Doncaster Council became the first local authority in South Yorkshire to start using Police Powers to tackle street drinking and firework nuisance.
- Successful launch of the Community Trigger scheme, which allows the public to request a review of how agencies have collectively managed their anti-social behaviour case. This was done ahead of the national launch date.
- Ongoing work to raise public awareness around the priority issues such as anti-social behaviour, domestic abuse, crime prevention, and criminal damage.
- Safer Neighbourhood Team Newsletters
- The Community Safety Strategy minutes and on-going work of the Partnership will be published on the Team Doncaster website and can be accessed following this link www.teamdoncaster.org.uk.



SAFER STRONGER DONCASTER



Conclusion

Overall in 2014/15 the Partnership has continued to achieve successful reductions in crime and anti-social behaviour. Between February and April 2015, anti-social behaviour fell by 4% and house burglaries by 33%, when compared to the same period last year. Reported incidents of Domestic Abuse to the Police also saw the first reduction in over 10 years during 2014/15.

Over the last 3 years overall crime has reduced by 7% which equates to 2,000 fewer victims of crime.

The Partnership acknowledges the difficult landscape we are in and continues to use innovative methods to ensure that we continue to work together to produce better outcomes for our communities.

Communities will also be encouraged to become more active in keeping Doncaster safe with the introduction of Community Justice Panels. These panels will provide a more victim focussed way of dealing with anti-social behaviour, as well as allowing the wider

community the opportunity to participate in the justice process.

The results of the 2015 Community Safety Consultation are encouraging, and demonstrate that in general residents have a positive perception of the work of the partnership. Most residents feel safe and the majority of those who responded think that Partnership agencies are effective in tackling crime and disorder.

It also showed that the Partnership continues to focus its resources on the issues which are of most concern to the residents of Doncaster.

For more information on any of the work described in our Strategy or if you are interested in becoming a Community Justice Panel volunteer, please contact Doncaster Council Community Safety Team.

Tel 01302 736905

Email: community.safety@doncaster.gov.uk



Appendix A – Safer Stronger Doncaster Partnership Member Organisations:

- Doncaster Council, including Elected Councillors
- Public Health
- Children’s Trust
- South Yorkshire Police
- St Leger Homes
- Prison Service
- Probation Service
- Community Rehabilitation Company
- South Yorkshire Fire and Rescue Service
- Office of the Police and Crime Commissioner
- Clinical Commissioning Group
- Public Health England
- South Yorkshire Criminal Justice Board
- Court Service
- Third Sector – Victim Support, New Horizons





Doncaster Council Community Safety Team.

Tel: 01302 736905

Email: community.safety@doncaster.gov.uk

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EQUALITY, DIVERSITY AND INCLUSION

DONCASTER METROPLITAN BOROUGH COUNCIL

Due Regard Statement Template

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

Due Regard Statement

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

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

1	<p>Name of the 'policy' and briefly describe the activity being considered including aims and expected outcomes. This will help to determine how relevant the 'policy' is to equality.</p>	<p>Development of the 2014-17 Community Safety Strategy and Refresh 2015/16, which is a statutory plan under the Crime and Disorder Act 1998.</p> <p>The strategy shows residents what they can expect from the Safer Stronger Doncaster Partnership over the next three years. It outlines our priorities and the methods we will use to achieve them.</p> <p>From the development of the strategy this will provide us with a framework to meet the following outcomes.</p> <ul style="list-style-type: none"> • Reduce Crime, Anti-Social behaviour and re-offending • Protecting Vulnerable People • Reducing Substance and Alcohol Misuse and the associated effects on crime. <p>Our aim through consultation with all communities is to understand what is important to them and for them to be part of the solution, working with us as an active partner in creating a safer stronger Doncaster through a variety of activities and initiatives.</p>
2	<p>Service area responsible for completing this statement.</p>	<p>Community Safety Team – Adults and Communities Directorate</p>
3	<p>Summary of the information considered across the protected groups.</p>	<p>Protected user groups as defined by the Equalities Act 2010 are :</p> <p>Age, Disability, Race, Gender, Sexual Orientation, Religion and Belief, Maternity and Pregnancy, Gender Reassignment, Marriage and Civil Partnership.</p> <p>The review of the Community Safety Strategy begins from the statutory Joint Strategic Intelligence Assessment which is a comprehensive analysis of crime and community safety data across Doncaster. In addition to this, our Strategy is informed by an understanding of our communities, their demographics, needs and concerns. Overlaid upon this is key information from data sources such as the census, Joint Strategic Needs Assessment and local crime and anti-social behaviour data.</p> <p>The JSIA and our local community intelligence have identified a number of issues relating to those with protected characteristics – for example:</p>

Hate Crime:

We know that Hate Crime disproportionately impacts on some groups with protected characteristics. Over the last year, incidents of hate crime reported to the police has increased across Doncaster by almost 30% (2012/13) a rise from 86 hate crime offences to 110.

Hate Crime and Hate Incidents Reported to Police 2013/14:

	<i>Racial</i>	<i>Religion</i>	<i>Disability</i>	<i>Sexual Orientation</i>	<i>Trans</i>	<i>Other</i>	<i>Total</i>
Doncaster Crime	123	2	9	23	0	0	157
Doncaster Non-crime	163	2	10	23	0	2	200

Hate Crime Incidents Reported to Police 2014/15

Over the last financial year (2014/15), incidents of hate crime reported to the police have reduced across Doncaster by 24% compared to the previous year (2013/14). This is a reduction of 37 incidents from 155 reports in 2013/14 to 118 reports in 2014/15. Agencies continue to work closely together to ensure vulnerable victims are supported and perpetrators are effectively challenged. We know this is an under reported crime and therefore we will continue to raise awareness and encourage reporting.

Anti-Social Behaviour and Vulnerable Victims:

Although the number of reported Anti-Social Behaviour incidents has decreased significantly over the last 3 years with a reduction of 26% in 2012/13, it is still an area of major concern for most of our communities and in particular those groups with protected characteristics involved in the consultation on the community safety strategy.

From the 2015 Refresh

From the local analysis of the data from the 2015 refresh, we know that a significant number of vulnerable victims referred to the anti-social behaviour panel have a disability (around 24%), 4% are from the LGBT community and perhaps surprisingly the majority are under the age of 50 (around 60%). Ethnicity is poorly reported with 39% of victims not specifying and 58% stating they are white British. Further analysis is therefore needed to ensure effectively targeted action is taken to support these vulnerable victims.

Domestic and Sexual Abuse:

The number of Domestic Abuse incidents reported to the police continues to rise year on year. Last year there were on average 139 more incidents reported each month and Doncaster currently has the highest rate of Domestic Abuse incidents per population in South Yorkshire. Similarly, the numbers of high risk cases (those that are at imminent risk of serious harm) also continue to increase. The majority of incidents are against women (90%) and more than four out of ten domestic abuse incidents (42.3%) are against females aged 30 or under. Almost four out ten perpetrators are aged 21-30.

This information has not changed significantly from the 2014/15 data.

We know this is an area of vast under reporting and we need to continue to encourage people to come forward across all communities and protected characteristics (for example we know that first incidents can occur when a woman becomes pregnant). We also know that in the majority of domestic abuse incidents, children and young people are present and indeed domestic abuse is a significant risk factor in most serious case reviews. Therefore Domestic Abuse is an area requiring partnership focus particularly for those with protected characteristics.

In addition to the data and information drawn together in the JSIA, we consult with our communities in a number of ways, some of which are already established such as community PACT meetings and the networks that exist within Area teams and our local partnerships.

Additional consultation has taken place in the following ways:

Face to face – Area Teams have used a community safety questionnaire in each of their areas based upon a series of questions to identify communities perceptions of priorities in their areas and to assess how safe they feel. It also gave them an opportunity to identify any personal issues and concerns. This identified concerns specific to particular areas e.g. the impact of anti-social behaviour in the Lower Wheatley Ward caused by sex workers.

There were also perceptions of how safe people felt within the Town Centre during the night time economy. This was specific to young people and elderly residents.

There were over 600 returns of the completed questionnaire from the four areas of Doncaster.

An LGBT and BME consultation took place at the Women's Centre and a further event at the Doncaster College for the Deaf. Both were face to face events and enabled individuals to raise issues which have been fed into the wider consultation.

A youth consultation was staged at the Doncaster Hub, where during a whole day a large number of young people were engaged to identify any relevant issues. The youth consultation identified similar concerns to other communities and focused around the impact of substance misuse (drugs and alcohol) and feeling safe in their own areas.

Consultation has taken place with schools in Doncaster. In some areas the schools took responsibility for carrying out the consultation and in one school (Outwood Academy Adwick) this was delivered personally by a member of the Community Safety Team. Concerns raised from young people in schools, mirrored that of the youth consultation where again substance misuse and feeling safe were raised as particular concerns.

Consultation also took place with two Social Education Centres in Auckley and Mexborough, which included service users and carers and focused upon individuals with disabilities. Mexborough was chosen as it is being considered for closure and we wished to identify any gaps that may be created from the potential closure of the

centre. One of the interesting issues raised from this was the 'fear of the dark' and service users outlined that they would use well lit streets rather than darker unlit areas, as these areas made them feel particularly unsafe. The Fire Service and South Yorkshire Police also took part in the consultation event and used it as an opportunity to provide advice on personal and home safety.

Discussions took place with the Older Peoples Parliament based at the Mansion House. A presentation was made about the Community Safety Strategy and our consultation with communities. The significant issues that arose within this forum related to anti-social behaviour, cycling on the pavement and the impact of this upon elderly people. There were also perceptions of how young people show respect to elderly people and a general feeling that standards had fallen, with examples being given of the unwillingness to give up seats on buses to elderly persons.

General consultation events also took place with service users within the One Stop Shop, with opportunities to engage with hard to reach groups wishing to access council services. During two consultation events over 60 people were engaged and completed questionnaires.

On-line questionnaires were advertised through the Doncaster Free Press and DMBC website, this led to the completion of over a hundred additional questionnaires from the public from all areas of Doncaster. In November and December 2013 two events took place with elected members, where they were presented with the previous priorities of the Community Safety Strategy and asked what they felt should be included within the new priorities moving forward. They were also asked to identify any specific issues from their ward or local area, based upon feedback from their communities.

Although there was general agreement that the priorities within the strategy met the needs of communities, the three issues which featured predominantly were Domestic Abuse, the impact of Legal Highs and an increase in reports of anti-social behaviour in the Lower Wheatley area, linked to a perceived increase in the of number of sex workers in this locality.

The completed questionnaires record protected characteristics of service users such as age, gender, religion, ethnicity, disability, sexual orientation and marital status and enable analysis of the results of the questionnaires based upon these factors. Further information based upon this analysis is contained within the attached appendix.

A newly developed Partnership Inclusion and Fairness Forum has been created, which will include representation from communities across Doncaster. The group aims to foster partnership working in order to

		advance equality of opportunity and inclusion for the Doncaster population. Once fully established this will be a forum which we will be able to use as part of future consultations.
	Summary of the consultation/engagement activities	<p>The consultation with the public took place from 13th January to 10th March 2014 and took the form of:</p> <ul style="list-style-type: none"> • Face to face consultations at the Doncaster College, One Stop Shop within the Civic Office. Consultation events at local schools, Social Education Centres, Older Peoples Parliament. • Community Consultation events with the Area teams completing questionnaires. • Extensive consultation with partners through the SSDP Partnership and Executive Board. • On line Survey advertised through local media, DMBC website and information screens. • Meetings with specific Community groups e.g. Doncaster College for the Deaf and Women's Centre.
5	<p>Real Consideration:</p> <p>Summary of what the evidence shows and how has it been used</p>	<p>The 2014 Community Safety Consultation</p> <p>The 2014 Community Safety Consultation identified a number of prominent issues.</p> <p>Nearly 80 % of respondents felt safe living in Doncaster and 70% felt that agencies responsible for tackling crime and disorder were doing so effectively.</p> <p>Anti-social behaviour (ASB) was identified as being a particular concern. Analysis of vulnerable victims referred to ASB Panel during 2013/14 indicates that the majority are aged 30 and 49 (51%); with 58% identifying as White British; 4% identified as LGBT, 24% as disabled. In response to this, this year will see the introduction of a measure to monitor satisfaction levels of vulnerable victims in respect of the service they receive. This will particularly impact upon those victims falling within the recognised protected characteristics.</p> <p>Another area that received particular comment was the Lower Wheatley area and an increase in reported ASB, linked to the activities of street sex workers. This has led to the development of a Sex Workers Delivery Plan which focuses upon the key elements of enforcement, education, support and early intervention.</p> <p>Recent issues have been raised about the impact of new and emerging communities in Doncaster which have led to reports of increased tension and a rise in ASB. In response there has been a co-ordinated response from local partners to reduce tensions and improve community cohesion.</p> <p>Domestic Violence (DV) is a further priority most likely to impact on women, children and young people; with</p>

reported levels of increasing throughout the Borough. Key actions here include a newly commissioned service for victims, housing refuge service, establishment of a perpetrator programme and a co-location of Domestic Abuse Services. There will also be an expansion of services to young victims including a new multi-agency Children's Group to map out future need.

More work needs to be done to reach LGBT and male DV victims and our recent awareness campaign has started to address this. Our focus is also on implementing a whole family approach working with both perpetrators and victims. The Communications and Marketing Strategy will promote our range of services and seek to ensure fair and equal access to all.

The young persons and Member's consultation determined concerns in relation to the impact of substance misuse and the recent emerging trend of New Psychoactive Substances (NPS) these drugs are also known as legal highs. The Substance Misuse Theme Group has now been extended to include NPS including a partnership NPS working group which will consider initiatives including gaps in legislation, education, prevention, treatment and care.

Doncaster has become a Local Alcohol Action Area, which allows us to work closely with the Government to understand the local impacts and effects of alcohol misuse and its effect on different population groups.

In line with national data the adult treatment population of Doncaster is predominantly white British male. Nationally the next largest population is 'white other' (2%) with no other ethnic group accounting for more than 2% of the treatment population nationally.

In response to this, information about drug treatment services is produced in a range of languages spoken by Doncaster's local minority communities, and is available in a range of universal services and public buildings such as libraries and GP surgeries. However, despite these processes, some groups with protected characteristics are clearly under-represented in treatment services. More analysis and targeting of the existence of services should be carried out to ensure services are fully accessible.

The consultation has identified that hate crime remains an important issue. Recently the Council has been working closely with its partners to explore how services can be further adapted to better meet the needs of hate crime victims. A full review of existing reporting centres has taken place and this identified a number of issues in terms of gaps in provision, awareness of the service and a training need for staff.

A communication campaign has raised awareness of the existence of the reporting centres and further training

has taken place of staff who work within each of the reporting centres.

The 2015 Community Safety Consultation

Between January and February 2015 the SSDP have been seeking the views of people who live and work in Doncaster regarding the proposed area of focus. This consultation has involved community consultation events, a questionnaire, on line survey and face to face meetings with key networks.

Paper copies of the questionnaire have been made available at public libraries, surgeries and public buildings to ascertain as informed a picture as possible. Face to face engagement has taken place across the borough in shopping centres, colleges (including the College for the Deaf), schools, supermarkets, bingo halls, social education centres, food banks, specialist services for victims of crime. There has been direct engagement of harder to reach communities through venues such as the 'conversation club' for asylum seekers and religious forums (Doncaster Faiths Together), and other multi-denominational places of worship. The questionnaire was also advertised electronically by voluntary partnership agencies such as SYCIL (South Yorkshire Centre for Inclusive Living), the Sudanese Community Group, Doncaster LGB&T (Lesbian, Gay, Bisexual and Transgender) Community, DMERP (Doncaster Minority Ethnic Regeneration Partnership) direct to their service users. The questionnaire asked the residents their perceptions of feeling safe, the impact of crime and anti-social behaviour in their communities and what they saw as the future priorities of the partnership and how our services can be improved to meet their needs. A copy of the questionnaire is attached at Appendix A.

The questionnaire also includes details of respondent's age, gender, ethnicity, sexuality and postcode etc. This will enable us to monitor how representative the responses are. This information will be valuable when developing local delivery plans, existing service provision and commissioning new services.

In brief the consultation, which attracted 1204 responses showed:

16% of respondents said they felt safe in Doncaster all the time, with almost sixty per cent saying they

feel safe most of the time. There were however 3% of people who said they never felt safe in Doncaster.

Of the people who responded to the electronic survey stating they never felt safe in Doncaster, this equates to 17 individuals. Of these 17 only one individual who provided details of their ethnicity was from a minority ethnic background and only 2 respondents were aged 65 and over.

Our Response

It is clear from this response and the concern raised about visibility (highlighted later) that the Partnership needs to carry out further work in this area. Whilst efforts are being made to increase the visibility of resources, we need to examine how the Partnership can 'extend its reach' with Communities and we will be examining the development of a 'Visibility Strategy' to consider how we can use all our resources to maximum effect and contribute to making our communities feel safer.

Just over 10% of people who completed the survey said they felt unsafe in their own home.

Our Response

The reasons for these feelings are not always clear however it does indicate the need for the Safer Stronger Doncaster Partnership to ensure its robust links with both the Adult and Children's Safeguarding Boards are maintained. We will also ensure the excellent work of the 'Stay Safe' campaign co-ordinated through the Safeguarding Adult Board will be utilised to reduce the fear of crime, providing practical advice and support to residents and vulnerable groups.

Of the people who responded to the electronic survey who stated they felt unsafe in their own home there was an equal split between male and female and the majority of respondents were aged below 64 years. Only two respondents were aged 65 and over and therefore it is difficult to interpret this as statistically significant. None of the respondents described themselves as being from a minority ethnic background.

We are aware of the growth in cybercrime where criminals and perpetrators are now using the internet to target victims. This could be with the intention of targeting them financially or for other purposes including grooming and exploitation. Our links as an SSDP with the Safeguarding Adults and Children's Board and the County wide Serious and Organised Crime Partnership Board will be key to co-ordinating our efforts to raise awareness of this issue using prevention and education models which are constantly being updated by our operational theme groups. This disproportionately affects young people and older people therefore we need to target those groups.

We recently became aware of an increase in Burglaries in the Intake area of Doncaster where members of the Nepalese Community were being targeted, particular property being stolen included gold jewellery. After being made aware of the issue a meeting took place of all partners to develop a swift response to the issue, which includes targeted prevention advice, the development of a neighbourhood watch scheme, increased visibility in the area and arranging a public meeting to explain and inform the Community of our actions.

Almost 60% of residents told us that they would like to see more officers from partnership agencies on the streets, with just over a quarter of those who responded wanted to see a quicker response to reported incidents.

Our Response

In response to these concerns Doncaster has been the first Policing areas in South Yorkshire to implement a new Policing model, which has led to more visible resources being available to respond to incidents. The new model, introduced on the 1st March 2015, delivers highly visible dedicated Policing teams using new mobile technology to enable officers to work in Communities for longer, without the need to return to Police Stations to complete reports.

The DMBC Neighbourhood Response Team (NRT) remains as a highly visible resource, providing a first line response to anti-social behaviour and being key to partnership early intervention model. Earlier this year the tem moved to work from College Road Police Station, which provides them with a more central location to respond to incidents. The team also uses DMBC mobile technology to maximise their patrol time and visibility within local communities. They now have new mobile CCTV capability fitted to

vehicles (funded by the Police and Crime Commissioner) which enables them to record and transmit and incidents of ASB to assist with evidence gathering and prosecutions.

Many respondents also told us that they would like us to put more emphasis on educating young people about the effects of crime and anti-social behaviour. Around five per cent of respondents would like to see an increase to the CCTV coverage.

Our Response

The Partnership currently has a strong focus on education and early intervention with young people as a way of preventing crime and anti-social behaviour in much of its work. Currently this is delivered through the Stronger Families programme by the Communities Area Teams and our Youth Services provision. Using the results and concerns raised by the survey we will look how we can modify and improve our current work to ensure how more emphasis can be placed on educating young people about the effects of crime and anti-social behaviour.

In addition to this the Partnership will be implementing Restorative Justice Panels as a way of dealing with low level crime and anti-social behaviours and neighbour disputes. The Panels will train community members as volunteer facilitators to bring together the victim and the perpetrator in a controlled way to give the victim a direct say in the justice process. These panels will play a huge part in educating communities as to the impact of crime and anti-social behaviour on victims, through allowing the victim to speak directly to the offender and explain the harm caused in a controlled environment.

Work is being undertaken with St Leger Homes to increase the coverage of the CCTV network in some residential areas within Doncaster and the Partnership has purchased additional mobile CCTV cameras (known as nomad cameras) to be deployed in areas of increased crime, anti-social behaviour or raised tensions. This technology has been used successfully in the Hexthorpe, Town Moor and Balby areas for a range of issues that required a timely response.

The survey had 1204 respondents with ages ranging from under 16 to over 74 years of age, the majority being in the 45-54 age range. 57% of all respondents being female, the main ethnic background of the

		<p><i>respondents was 'White British, and almost 20% of those who responded indicated that they had a disability. Christianity was the religion of the majority of respondents, with the next largest percentage stating they had 'no religion'. Almost half of all respondents were married, with nearly 90% identifying their sexual orientation as 'heterosexual'</i></p> <p><u>Our Response</u></p> <p>We are pleased that we have been able to significantly increase the number of respondents and importantly we now have a well-developed mechanism of consultation with some of the community with protected characteristics and new and emerging Communities. These links will be strengthened over the forthcoming year, particularly as we realise that our Community leaders and consultation groups do change. For example, the LGBT community stakeholders have changed and we are re-engaging with new stakeholders and representatives.</p> <p>We are particularly proud of the links we have established with the 'Conversation Club' a group that represents asylum seekers in Doncaster. As a direct result of the Strategy refresh the group have met with the local NHS Clinical Commissioning Group and work is underway to provide more secure funding to potentially extend their services. A group from the conversation club have also visited the 'Lifewise Centre' at Hellaby where they have received a tour of the facility and have received presentations about safety and the role of emergency services.</p>
6	Decision Making	<p>It is important that the Mayor and Cabinet understand the obligation demonstrating due regard from the review of this strategy and any changes to priorities are presented with a clear rationale and evidence base.</p> <p>The Mayor and portfolio holder have been made aware of due regard considerations through.</p> <ul style="list-style-type: none"> • Regular briefing updates reporting upon progress of the Community Safety Strategy. • As the Strategy has progressed through the Councils Governance structures the Mayor and Cabinet have been able to comment upon the content and provide feedback as to due regard considerations.
7	Monitoring and Review	<p>The Community Safety Strategy will be monitored through various mechanisms which include;</p>

		<ul style="list-style-type: none">• SSDP Board meetings, reports and presentations• The consideration of equality standards and impact will be a required theme of action plans and new policies.• Action plans developed from the strategy will be monitored through the Partnership theme board structures.• An annual review of the Strategy will take place and will be informed by on-going consultations with communities through PACT meetings, established partnership forums and engagement with Elected Members.• Each of the thematic groups will also consider the impact on those with protected characteristics in their detailed action plans and tasking at a local community level.• The partnership is also going to carry out an outcomes based accountability to the next refresh of the strategy – this should, in particular, further identify evidence based actions to target those with protected characteristics.
8	Sign off and approval for publication	<p>The JSIA and community consultation has examined a full range of evidence across all protected groups and has used the information as a basis to show due regard to the aims of the general duty.</p> <p>This has enlightened the development of the strategy, based upon the changing nature, needs and concerns of our communities.</p>

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To The Chair & Members of Full Council

OVERVIEW AND SCRUTINY ANNUAL REPORT 2014/15

EXECUTIVE SUMMARY

1. The Annual Report highlights the progress of Doncaster Council's Overview and Scrutiny function during 2014/15, includes a summary of the work undertaken by the Overview and Scrutiny Management Committee (OSMC), and its four Standing Panels and identifies priorities for Overview and Scrutiny for 2015/16.

EXEMPT REPORT

2. This report is not exempt.

RECOMMENDATIONS

3. Members are asked to receive and consider the Overview and Scrutiny Annual Report 2014/2015.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

4. The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives through its role as a critical friend and providing appropriate challenge, reviewing performance and developing policy. This is achieved through making robust recommendations, monitoring performance of council and external partner's services and reviewing issues outside the remit of the council that have an impact on the residents of the borough. This Annual Report highlights the progress, impacts and achievements of the Overview and Scrutiny function during 2014/15 and the accountability of Overview and Scrutiny is improved by allowing Council to question and comment on this work during the previous year.

BACKGROUND

5. Overview and Scrutiny provides an important role for non Executive Councillors in providing checks and balances within the decision making process as it enables them to:-
 - **Provide a critical friend and challenge role** – by providing Elected Members the opportunity to examine and question decisions taken by the Executive (Mayor and Cabinet) and to make recommendations.

- **Monitor the quality of service delivery** – by receiving performance and finance information and examining service outcomes.
 - **Review policy and contribute to its development** – by reviewing existing policies or investigating issues of concern and putting forward proposals for improvement.
 - **Consider issues of wider public concern** – by considering issues that impact on residents of the area but that may not necessarily be related to activities carried out by the Council, for example emergency services, the NHS and external companies and partners.
6. During 2014/15, Overview and Scrutiny in Doncaster operated through an overarching Management Committee; the Overview and Scrutiny Management Committee (OSMC), and four Standing Panels, namely:
- Regeneration and Housing Panel;
 - Community and Environment Panel;
 - Health and Adult Social Care Panel; and
 - Children and Young People Panel.
7. They have considered a wide range of issues and this information is detailed in the attached report, as is required to be reported annually to Full Council.

OPTIONS CONSIDERED

8. The Constitution requires Overview and Scrutiny to provide an Annual Report to Full Council.

REASONS FOR RECOMMENDED OPTION

9. The Annual Report enhances the accountability of Overview and Scrutiny by allowing Council to question and comment on the work undertaken during the previous year. The Council's Constitution requires OSMC to take an annual report to Full Council and the Executive.

IMPACT ON THE COUNCIL'S KEY PRIORITIES

10. The Overview and Scrutiny Annual Report will contribute to raising the profile of an effective Overview and Scrutiny function, which will, in turn contribute to achieving greater democratic renewal and increasing involvement in the decision-making process. It is essential that Overview and Scrutiny regularly reviews the extent to which its work has impacted on the improved delivery of services as the work of Overview and Scrutiny has the potential to impact on all of the Council's key priorities.

	Priority	Implications
1.	<p>We will support a strong economy where businesses can locate, grow and employ local people.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Be a strong voice for our veterans</i> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	<p>The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives by providing a role as a critical friend and challenging decision makers, reviewing performance and developing policy through robust recommendations, monitoring performance of council and external partners services and reviewing issues outside the remit of the council that have an impact on the residents of the borough.</p>
2.	<p>We will help people to live safe, healthy, active and independent lives.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
3.	<p>We will make Doncaster a better place to live, with cleaner, more sustainable communities.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Creating Jobs and Housing</i> • <i>Mayoral Priority: Safeguarding our Communities</i> • <i>Mayoral Priority: Bringing down the cost of living</i> 	
4.	<p>We will support all families to thrive.</p> <ul style="list-style-type: none"> • <i>Mayoral Priority: Protecting Doncaster's vital services</i> 	
5.	<p>We will deliver modern value for money services.</p>	
6.	<p>We will provide strong leadership and governance, working in partnership.</p>	

RISKS AND ASSUMPTIONS

11. There are no risks and assumptions relevant to this report

LEGAL IMPLICATIONS

12. Overview and Scrutiny Procedure Rule 23 (a) states that OSMC will take an annual report to the full Council and the Executive, giving such details of their work and proposed work as the Committee believes would assist the Full Council or the Executive.

FINANCIAL IMPLICATIONS

13. There are no specific financial implications associated with the recommendations of this report.

EQUALITY IMPLICATIONS

14. This report is a factual account of some of the key work undertaken by Overview and Scrutiny during 2014/15. There are no significant equality implications associated with this report. Within its programme of work Overview and Scrutiny gives due consideration to the extent to which the Council has complied with its Public Equality Duty and given due regard to the need to eliminate discrimination, promote equality of opportunity and foster good relations between different communities.

CONSULTATION

15. Overview and Scrutiny is in regular consultation with stakeholders (including Members, the Public, Officers and external bodies and partner organisations such as the NHS) in respect of its activities.
16. Members of OSMC and the Chairs of the Overview and Scrutiny Standing Panels have contributed to the contents of the Annual Report.

BACKGROUND PAPERS

17. Agendas and minutes of Overview and Scrutiny meetings 2014/15 have been used to assist the Annual Report.

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OVERVIEW AND SCRUTINY

ANNUAL REPORT 2014 - 15

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Foreword

I am pleased to present this report detailing the work undertaken by the Overview and Scrutiny Management Committee (OSMC) and the four Scrutiny Panels during 2014/15.

This report aims to provide a summary of some of the key work undertaken by Overview and Scrutiny during the previous municipal year, particularly where we feel there has been an impact either in shaping future policy, enhancing knowledge and understanding or challenging decision makers as appropriate.

A new outcome focused structure was introduced to scrutiny from June 2014 with OSMC undertaking a stronger scrutiny and co-ordination role. The Panels focused on reviewing topics in-depth to provide suggestions for improvement on such areas as Educational Attainment, the new waste collection contract and the delivery of additional housing.

A new Health and Adult Social Care Panel was also established to develop stronger links with the Health and Well Being Board and other partners to support improvements to the health of people in the Borough. The Panel also carries out the Council's formal Health Scrutiny responsibilities.

This change has provided flexibility for Scrutiny to respond to important issues of public concern that have arisen during the course of the year. An example of this is the review undertaken of the Council and partnership arrangements to protect against Child Sexual Exploitation.

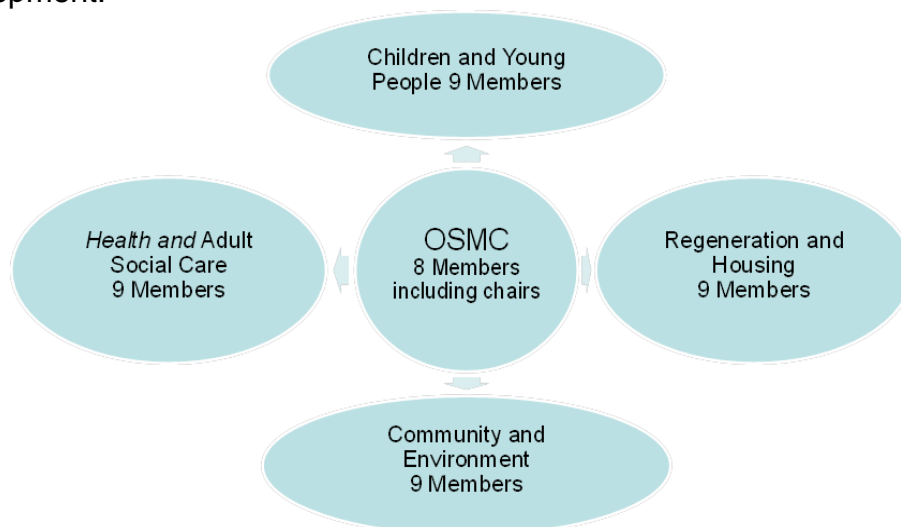
Finally, I would like to take this opportunity to thank all officers, partners, and Councillors who have contributed to the Overview and Scrutiny process over the last 12 months. I hope that our work will continue to support the delivery of the Borough's priorities by challenging performance, improving accountability and exploring potential solutions to service delivery as the Council seeks to respond to significant reduction in its resources.



Councillor John Mounsey
Chair of the Overview and Scrutiny Management Committee 2014/15

Overview & Scrutiny Revised Structure

During 2014/205, a new structure was introduced with the intention of overview and scrutiny function being more outcomes focused. Whilst OSMC retained a strategic overview, the Panels have endeavoured to review issues in-depth seeking to support the delivery of priorities and adding value and a unique perspective to future policy development.



Key features of the new arrangements have included:

- OSMC operating as a business committee for the Overview and Scrutiny function covering all aspects of Council and partnership activity (except Health). Overview and Scrutiny Panel Chairs have been included within the membership of OSMC and have had a key role in co-ordinating the overarching Overview and Scrutiny work programme.
- The Overview and Scrutiny Panels focusing mainly on undertaking a small number of in-depth reviews and reporting their findings and recommendations back to OSMC.
- The establishment of a new Panel to focus on health scrutiny and adult social care with specific powers to hold health colleagues to account.

Work undertaken by the Panel's has been based around the following areas:-

- **Children and Young People's Panel** – Has undertaken a review on educational attainment for Children and Young People and provided a critical friend to the Children's Services Trust and Chair of the Safeguarding Board to challenge particularly in its arrangements for addressing Child Sexual Exploitation.
- **Regeneration and Housing Panel** - Key areas have included undertaking reviews into the effectiveness of the process for consultation in respect of those Community Assets defined as 'surplus' and Delivering Additional Housing in Doncaster.
- **Community and Environment Panel** – This has focused on the Council's Waste Collection contract, the Community, Voluntary and Faith Strategy and has held the Safer Doncaster Partnership to account for its activities..
- **Health and Adult Social Care** – Has considered issues that fall within the remit of the Public Health Directorate, the Health and Well-being Board, adult social care and wider health and statutory health issues, for example, Loneliness and Better Care Fund.

Impacts and Achievements

Detailed below are some of the key impacts and achievements resulting from overview and scrutiny activities during 2014/2015. Further details are included in the summary of the Overview and Scrutiny Management Committee (OSMC) and Panel sections.

Challenge and Critical Friend Role - Holding decision makers to account publicly promotes good governance by increasing transparency and accountability. All Cabinet Members and Directors have attended Overview and Scrutiny meetings during the year to respond to questions from Scrutiny Members. This has been particularly useful in allowing the Executive to set out their priorities for the year and identifying the extent to which they have been delivered.

The Children and Young People Overview and Scrutiny Panel challenged the Chair of the Safeguarding Board and provided a critical friend role when he presented the Board's Annual Report of the Board's activities and Assurance Report relating to Child Sexual Exploitation. The impact of this was to provide assurances that safeguarding the Borough's children and young people was a priority and effective mechanisms and processes are in place.

Cabinet decisions relating to the following were "called-in" by Scrutiny Members i.e. reviewed by OSMC prior to implementation. These decisions included proposals to modernise the current day centres for older people and adults with a learning disability and to close the Council's seven residential care homes for older people. This process enabled Members to understand what the decision sought to achieve the impact of the home closures on those residents affected and consider the robustness of the consultation process.

A further Cabinet Decision relating to 'Recommendations for Implementing a Selective Licensing Scheme for Private Sector Landlords in Hexthorpe' was also "called-in". This course of action allowed Members to consider several issues including the effectiveness of the consultation process, in particular, equality issues. As a result of a comprehensive meeting that was held, the Committee supported the decision and requested that the performance of the scheme be reported back to OSMC six months after it has been implemented. It was recommended that the Council's arrangements for Community Engagement and Consultation be included to the Overview and Scrutiny work programme for 2015/2016.

Contribution to key policy development – Review work was a key focus for Overview and Scrutiny as this enabled it to consider important issues in detail and put forward proposals for improvement. Some of the key review work that has taken place this year includes development of the voluntary strategy in partnership with voluntary organisations, housing strategies, Corporate Plan and the new model for "Help to Live at Home". These are detailed later in this report but all share common elements in that Members were able to engage face to face with service users or clients through site visits and hear first-hand about their experiences. This enabled Scrutiny Members to gain a greater understanding of the issues for those receiving the service, conclude how partnership activity was being co-ordinated and identify any gaps in provision.

Pre-decision scrutiny - Pre decision scrutiny serves a useful purpose in allowing Members to review a decision before it is taken and identify any areas where it believes improvements can be made. As part of the changes made to during this year, OSMC has now taken on the role of considering pre-decision scrutiny. Some of the examples of this includes; Transport for Day Centres and the Transfer of third party of Council's Residential Care Homes for Older People. Prior to this decision being taken by Cabinet, Officers took this issue to OSMC and held very detailed discussions which gave the public and Members an extended opportunity to discuss the issue.

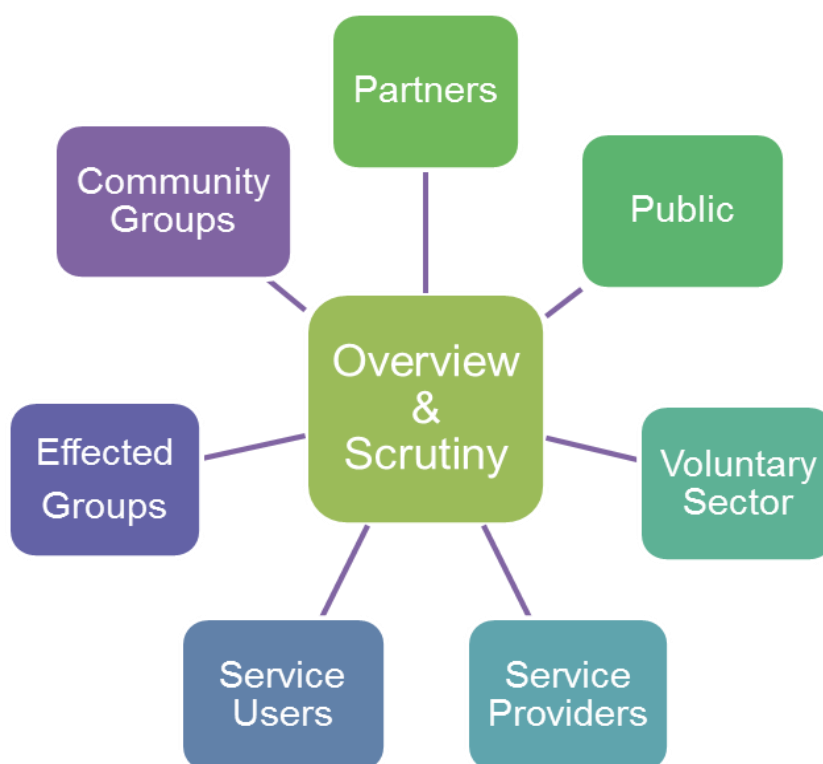
Supporting performance monitoring arrangements – OSMC has continued to rigorously review performance through a single report presented to the Committee. As the Council reshapes services in response to budget cuts, Overview and Scrutiny has a key role in ensuring performance monitoring arrangements remain robust and services continue to be delivered effectively. Directors and Cabinet Members have attended meetings to answer questions particularly about how they are addressing under performance or projected overspends and this has enhanced transparency and accountability of service delivery. These meetings have provided an opportunity for Members to challenge Cabinet Members and officers as well as some of our key partners e.g. St Leger Homes Doncaster and the Children's Trust. This is important in bringing accountability to those organisations that work in partnership with the Council to deliver services.

Budget review and financial monitoring - OSMC Members have played an important role in supporting the Council's financial planning processes. This year Members considered the Council's 2015/16 – 2016/17 Budget Proposals and paid particular attention to the proposals to bridge the £16.1m funding gap as well as implementation of the wider £109m savings over the period 2014/15 – 16/17. The Committee held a number of meetings and workshops focusing on the impacts of the proposals, how they will be delivered and how they support corporate priorities. OSMC has regularly reviewed the budget position identifying areas where actions could be taken to address overspends and provided constructive feedback as part of its response. This has included recommending further actions to increase personalisation and direct payments to address pressures on adult social care and to improve outcomes for adults. Through effective public challenge OSMC's involvement has contributed towards robust budget monitoring processes.

Supporting regional working – The Health and Adult Social Care Overview and Scrutiny Panel has continued to support the work of the Yorkshire and Humber Joint Health Overview and Scrutiny Committee which considers changes to health service provision across the whole of the Yorkshire and Humber area. The Committee has more recently been involved in reviewing a proposed Congenital Heart Disease (CHD) Standards and Service Specification, which was launched for public consultation by NHS England at the end of 2014. This response sets out the main observations of the joint committee following a series of meetings, discussions with key stakeholders (including commissioners, service providers and patient representatives) and consideration of a range of information.

Further regional Scrutiny will take place next year when a Joint Scrutiny Committee will review the activities of the Sheffield City region Combined Authority. This Committee which includes Member representatives will provide an opportunity to undertake Overview and Scrutiny of the wider sub regional economy and key issues such as employment housing and transport.

Public and partnership engagement – Engaging with the public in Overview and Scrutiny can be particularly challenging, however, throughout the year there have been some good examples and we would like to take the opportunity to thank partners, stakeholders and community members mentioned in this report for taking part in the process. They have contributed by either providing evidence, information for discussion and debate or by providing effective challenge, particularly concerning the reviews into the Delivery of Additional Housing, Education Improvement, spotlight review into Loneliness in the Borough and development of the Voluntary Community and Faith Strategy. The Cabinet decisions around the proposed closure of Care Homes and Day Centres provided a platform for members of the public to make their views known and ask questions about how the decisions were made and understand the impact of the decisions. Members of the public have attended formal scrutiny meetings for a number of issues of interest to them and made formal statements to Scrutiny Members.



The table below lists all those from external organisations that have participated in the overview and scrutiny process this year.

Age UK	House builders
Adults Safeguarding Board (Chair)	New Horizons
AMEC	NHS England
Changing Lives	Older People Parliament Representative
Children and Young People (Individuals)	Rotherham Doncaster and South Humber
Children's Safeguarding Board (Chair)	NHS Foundation Trust (RDaSH)
Children's Trust	Safe at Last
CVS	School Representatives - School
CQC	Governors/Business Managers and Head
Doncaster and Bassetlaw Hospitals Foundation Trust	Teachers from a range of Infant, Primary, Junior Schools, Academies and Community Colleges.
DRASACS (Doncaster Rape and Sexual Abuse Counselling Service)	Shanks
Doncaster Royal Infirmary	Sita
Doncaster Healthwatch	South Yorkshire Police
Doncaster NHS Clinical Commissioning Group (CCG)	St Leger Homes Doncaster
Health and Wellbeing Board	Women's Institute
Headteachers	Waste Action Recycling Programme (WRAP)
Housing Associations	

Overview and Scrutiny Management Committee



**COUNCILLOR
JOHN MOUNSEY**

**CHAIR OF THE
OVERVIEW AND
SCRUTINY
MANAGEMENT
COMMITTEE
(2014/15)**

A new key focus for the Committee during 2014/15 following the introduction of a new scrutiny structure, was to agree and monitor the work programmes of the standing Panels and identify issues for Scrutiny review.

Finance and Improvement - The Committee has continued to consider the quarterly Finance and Improvement reports focusing on how key areas of overspend and underperformance are being addressed. Question planning sessions have been used prior to these meetings to ensure there is a more systematic approach to identifying and structuring key questions and lines of enquiry.

Budget Proposals – The Committee ensured robust measures were in place to effectively review and monitor the current budget and performance of Council Services and support the Council in agreeing a budget. This was undertaken through budget workshops in January and February 2015 with a continued focus on the proposals to address the £16.1m budget gap. The Committee considered the extent to which the proposals were evidence based, supported corporate and Borough wide priorities, and sought to understand the capacity and risks around deliverability and implementation. The

Committee's deliberations were presented to Council in February.

Pre-Decision Scrutiny - The Committee was able to engage with members of the public and facilitate an opportunity to ask questions to the Mayor about the Future of Residential Care Homes and Day Care Centres for Older People and Adults with a Learning Disability. As part of its review, the Committee considered the robustness of the consultation process and how transition to new arrangements would be managed to reduce the impact on service users. In respect of the residential care homes, assurances were sought as to how issues raised around improving standards and quality of care in the independent sector would be addressed.

The Committee put forward a number of comments and suggestions to help inform and advise the Cabinet before making its decision. Some of the key suggestions around the future of care homes included ensuring there was adequate future capacity, careful management of transferring residents to new homes and to continue to look for alternative options. The Committee supported the view that the Council should work to effectively help stimulate and shape the market to ensure quality residential care was available in the Borough. The Committee also recognised the need for greater marketing and awareness of personalised budgets as a means of supporting residents to live longer in their own homes.

The Committee gave further consideration to the issue of care homes at its meeting in January, when it considered a progress report on the

programme to transfer the Council's seven residential care homes.

Challenge and Critical Friend Role –

To gain a greater understanding of the effectiveness of Council and multi-agency co-ordinated activities, consideration was given to the work of the Stronger Families Programme as a means of reducing anti-social behaviour and crime, improving school attendance and supporting adults in families into work. Reviewing the Programme provided an opportunity for the Committee to consider how effectively partnership working was taking place to deliver outcomes and early help strategies to turn around the lives of those families identified through the programme.

Partnership Arrangements – The Committee received a presentation which outlined the Council's strategic partnership arrangements to consider how effective overview and scrutiny of partners can be undertaken. Following a discussion around the partnership charter the Committee identified that further consideration should be given by the Committee to the Partnership's Risk Management Framework.

Health and Adult Social Care Overview and Scrutiny Panel



COUNCILLOR
TONY REVILL

CHAIR OF THE
ADULTS AND
COMMUNITIES
PANEL (2014/15)

In establishing the new overview and scrutiny structure it was agreed that this Panel would have a wider remit in reviewing and monitoring quality and activities relating to health and social care issues often in partnership with a number of health bodies and agencies.

Ongoing Learning - Due to the many changes in the health landscape the Scrutiny Panel took the opportunity to enhance Member learning and understanding by reviewing how the NHS works. This included partner input to review the roles of Public Health, the Clinical Commissioning Group (CCG), NHS England, Health Watch and Care Quality Commission (CQC) and a specific overview of Children's Health issues and Unplanned Care and working together Model.

Scrutiny - Examples of other areas that the Panel contributed to include the Better Care Fund where it considered the extent to which it was meeting national and local challenges. It also looked at the Commissioning of Model of Home Support and Members were supportive of the proposed model. The more personalised approach to care was welcomed by the Panel with all comments made to the Executive taken on board. The Panel will continue its work by considering issues that are recognised both locally and nationally, for example, on combined partner actions and examples of safe discharge from hospitals under the Better Care Fund.

The Panel held a spotlight review on loneliness and social inclusion to gather an understanding about loneliness in the Borough, how it was being addressed and identifying examples of work being carried out in the borough. The review meeting was attended by a number of representatives from community organisations, the Older People's Parliament and partners such as the Doncaster NHS Clinical Commissioning Group, Age UK, New Horizons and Doncaster CVS. The Panel also made recommendations aimed at improving communication of events and groups in the borough and look at how and where services are targeted.

Partnership working - The Panel has regularly met with partners throughout the year. As well as a Joint Workshop with the Health and Well Being Board was held to consider care and challenges in response to the Francis recommendations. The Chair of the Adult Safeguarding Board also attended the Panel and Members took the opportunity to seek further information on activities detailed in the Annual Report.

Policy development - The Panel considered a report setting out an update on the proposed refresh of the Joint Health and Wellbeing Strategy. Members discussed any gaps and elements of the Strategy that were still current including the health of children and young people, well-being education and how legal highs were being addressed. The issue of legal highs were further looked at in more detail by the Community and Environment Panel.

Joint Health Overview and Scrutiny Committee The Joint Yorkshire and

Humber Regional Scrutiny Committee has continued to meet to consider information from NHSE (National Health Service England) LTHT (Leeds Teaching Hospital Trust), Embrace (the dedicated neonatal and paediatric transport services) and Children's Heart Surgery Fund. Details of the discussions were used to provide the Joint Committee's draft response to the proposed service specification and draft standards arising from the new Congenital Heart Disease review.

A response was provided that sets out the main observations of the committee following a series of meetings, discussions with stakeholders (including commissioners, service providers and patient representatives) and consideration of a range of information. The areas that the Committee specifically commented on included; Stakeholder Involvement, Implications of the Proposed Standards, Finance and Affordability and Networks.

Children & Young People Overview and Scrutiny Panel



COUNCILLOR
RACHEL HODSON

CHAIR OF THE
SCHOOLS, CHILDREN
AND YOUNG PEOPLE
PANEL (2014/15)

The work undertaken by Members of the Children and Young People Scrutiny Panel, focused on educational attainment, the newly established Children's Trust Board and Doncaster Children's Safeguarding Board.

Review Work – Improving the educational attainment of all Doncaster's children and young people is of paramount importance to all Members. There is an aspiration to ensure that all pupils from all backgrounds receive a high quality education and the qualifications they need in order to reach their full potential. The Panel recognised that currently this is not the case in Doncaster, and wished to explore what is already in place to improve educational attainment, and what further activities could be undertaken. In addition the Panel was aware of the changes in Doncaster's educational landscape as more schools become Academies. The Panel wished to gain further information on the relationship between Doncaster MBC and Academies across the borough and how the relationship supports improving attainment within these schools. To achieve this, Members held six meetings and site visits where they were able to meet with Council officers, Head teachers of both primary and secondary schools, the Teaching School Alliance and gave consideration to Ofsted results the Education Action Plan, examination

results and outcome of the Local Authority Governors' Review.

It was highlighted to the committee that when schools originally transferred to Academy status, due to such changes in the education landscape relationships between schools and the Local Authority became strained, however, throughout the review it became evident that this was an area of great improvement. The Panel's Co-opted Member for Education, who is a Doncaster Head teacher, confirmed that support and challenge received by the Local Authority was the best it had been for some time, and what was included in the Education Action Plan was being put into practice.

Recommendations from the review were forwarded to the Executive and included: Academies and Academy sponsors being continually and robustly challenged, improved partnership working, encouragement of local councillors making contact and developing relationships with schools in their wards, Councillors enhancing links with schools in their wards and the Overview and Scrutiny Team promoting the need to have a full complement of Governors represented on Overview and Scrutiny through Governors Forum meetings.

Challenge and Critical Friend – Following the establishment of the Doncaster Children's Services Trust in the autumn, the Panel received updates from the Trust's Chief Executive of progress on the new operational model and addressed challenges that were highlighted.

A second major piece of work undertaken, using 10 key Scrutiny

questions, sought assurance on how the Local Authority and partners were responding to Child Sexual Exploitation (CSE) in Doncaster. Members held full and frank discussions and were satisfied with assurances provided in response to their concerns. This information was reported back to full

Council to ensure there was a wider understanding of how this was being addressed. Updates on the two aforementioned issues will continue to be considered by the Panel, particularly the Trust's performance under the Local Authority's and Children's Services Trust Agreement.

Regeneration and Housing Overview and Scrutiny Panel



**COUNCILLOR
JOHN MCHALE
CHAIR OF THE
REGENERATION
AND HOUSING
PANEL (2014/15)**

The remit of the Regeneration and Housing Overview and Scrutiny Panel is to consider issues relating to regeneration, economic development, strategic transport or housing. Two reviews undertaken during 2014/15 by the Panel included Assets and the Delivery of Additional Housing:

- **Assets Review** - This review considered the effectiveness of the process for consultation with the Communities on community buildings defined as 'surplus' by the Council's own Assets Review.

The review was undertaken through a series of workshop style meetings and considered the draft process for Community Consultation; The Community Leases Policy; Examples of best practice; Examples of Community assets likely to be included in such a consultation and finally the Implementation plan for Community Consultation and gaining member/community support.

The recommendations focused on identifying ways to support community groups wishing to undertake a transfer of assets, ways in which surplus properties could be identified and promoted to the community, and finally reviewing the monitoring and processes in place to improve effectiveness.

Scrutiny's own review resulted in robust recommendations centred on

Strategy (Policy Development) - The Panel considered the latest versions of the Housing Strategy, Sub Strategies, Delivery Plan and Evidence Base including key strategy objectives. Members were supportive of the strategies and recognised the importance of them interlinking with each other and also that the Housing Strategy should not be considered as a stand-alone document.

Housing Review - During December 2014 and February 2015, the Regeneration and Housing Overview and Scrutiny Panel undertook a review into the delivery of Additional Housing. The purpose of this review was to identify barriers and consider opportunities to assist housing developers to build houses on sites within the Borough.

The Panel agreed that the review should be undertaken through a series of informal meetings and that one of those meetings should involve house builders and Housing Associations (including larger national and smaller local organisations). That meeting itself was attended by 16 representatives who participated in a frank and valuable discussion which provided an opportunity for housing organisations to bring to life the barriers and challenges around housing development in the Borough and put forward potential solutions which could be supported by the Council.

The final meeting provided an opportunity for Members of the Panel to use the information gathered to challenge Council officers and to consider what positive changes could be made.

improving experiences and support for housing organisations (particularly

smaller developers) and raising the profile of housing at the Sheffield City Region and as well as, the profile and marketing of Doncaster.

Communities and Environment Overview and Scrutiny Panel



COUNCILLOR
JANE KIDD

CHAIR OF THE
COMMUNITIES AND
ENVIRONMENT
OVERVIEW AND
SCRUTINY PANEL
(2014/15)

The work undertaken during 2014/15 by the Communities and Environment Overview and Scrutiny Panel included an in-depth review on Waste Collection, policy development work into the Council's Community Voluntary and Faith Sector Strategy and providing appropriate challenge to the Safer Stronger Doncaster Partnership.

From August 2014 to March 2015, the Panel undertook a series of informal meetings and a site visit as part of a review to consider the Council's waste collection contract. The purpose of the review was to ensure a greater understanding of the issues relating to the current waste collection service and future service provision, ensuring that it is robust and fit for purpose.

The Panel received a wide range of information to enable it to make recommendations that will identify any further actions by the Council and its partners to improve the waste collection service. It was agreed by the Panel that the review would be undertaken during a series of informal meetings to consider strategic issues and a site visit to the Private Finance Initiative waste facility at Manvers.

During these meetings, the Panel have received an overview of the current position including a refresh of the Private Finance Initiative (PFI) and Waste Transfer, an update on the

review of winter waste collection arrangements and an outline of the Barnsley Doncaster Rotherham (BDR) joint waste strategy development.

The Panel has looked at different receptacles available, examples of incentive schemes, education and communication, collection contract development and potential options for shared services. As well as meeting with Officers, the Panel has held discussions with key partners and stakeholders including Sita, Shanks, Waste Recycling Action Programme (WRAP) and AMEC. A number of recommendations were formed with a key focus around consultation and communication. The Panel also recommended that review should continue and that further meetings should be held as part of the 2015/16 workplan around the planned consultation process and the results.

The second review contributed to the development of the Community Voluntary and Faith Sector Strategy. Members discussed feedback from Community meetings and at a meeting with voluntary groups including Community Voluntary Sector (CVS), New Horizons, Age UK, Changing Lives and Doncaster Rape and Sexual Abuse Counselling Service, Members undertook a SWOT (Strengths Weakness Opportunity Threats) analysis of the provision which shaped the policy. The discussions addressed the effectiveness of the joined up approach by the Council its partners and agencies in working together to identify where gaps in provision exist.

Acting in its capacity as the Crime and Disorder Committee, the Panel has met formally on two occasions to

consider Safer Stronger Doncaster information, substance misuse and the Police and Crime Panel Protocol. At its meeting looking at substance misuse, Members recognised the issues resulting from the lack of legislation in respect of Novel Psychoactive Substances (NPS) otherwise known as 'legal highs' and asked the Mayor to give consideration to writing to local MP's about how the issue affects groups in the Doncaster community.

Partnership priorities and performance Representatives from the SSDP Board and Group were invited to the meeting.

The second meeting of the Committee focused on crime statistics and mechanisms to address specific problem areas were considered where Members held the partnership to account by challenging the robustness of data provided

Overview and Scrutiny Priorities 2015/16

Overview and Scrutiny Management Committee will:

- Agree and monitor the effectiveness of Overview and Scrutiny Panel work programmes and manage and co-ordinate Overview and Scrutiny activities;
- Receive and monitor review work of the Panels and monitor outcomes;
- Continue to focus on ensuring performance is effectively monitored;
- Continue to review how effectively the Council's finances are being managed, particularly in respect of delivering the savings identified through the budget process;
- Engage with the Executive to review budget proposals.
- Where appropriate undertake pre-decision scrutiny and ensure effective Overview and Scrutiny of key policy issues.
- Review the Council's arrangements for engagement and consultation.
- Partnership Risk Management Framework
- Review of Appointments to Outside Bodies and Partnerships
- Impact of Welfare Reforms

Children and Young People:

- Review into support provision for Children's Disabilities
- Continue to receive updates from the Doncaster Children's Services Trust
- Consider the Doncaster Children's Safeguarding Board Annual Report
- School Improvement Inspection Report
- Annual Complaints – Children's Trust
- Youth Service Provision
- Monitor examination results
- Child Sexual Exploitation – Update on 10 key scrutiny questions
- Adoption – Annual Update/Review

Regeneration and Housing:

- Place Marketing – Development of the Doncaster brand.
- Skills – looking at barriers to employment.
- Action Plan – following Delivery of Additional Housing Review

Community and Environment:

- Environment – Continuation of review of the waste collection contract with a particular emphasis on consultation.
- Community Safety - Review of the activities and effectiveness of the Community Safety partners
- Voluntary Community and Faith Strategy Update
- Review of Internal Drainage Boards
- Delivery Energy Efficiency Improvements e.g. Solar Panels

Health and Adult Social Care:

- Implementation of the Care Act
- Public Health Self-Assessment
- Healthy High Street
- Modernisation and Peer Review Plan
- Implications of an Ageing Population
- Children's Health – Early Years 0-5 years
- Review of Arrangements to deliver High Quality Care for People in Residential Homes/Care Homes/Admissions to Long Term Care
- Public Health Protection Responsibilities
- Integration of Health Colleagues
- Regional Joint Health Overview and Scrutiny Committee

Contacting Overview and Scrutiny

For further information about this Annual Report or any aspect of Overview and Scrutiny work in Doncaster, please contact any of the following:-

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All reports considered at Overview and Scrutiny Panel meetings (unless exempt items) are available to the public. You can see them by visiting Doncaster Council's Website or by requesting a copy from the Overview and Scrutiny Team.

The Governance Services Team is happy to respond to any enquiries about the work of Overview and Scrutiny. Please do not hesitate to get in touch if you would like to find out more about the Overview and Scrutiny Management Committee and the Panels' work programmes for the forthcoming year, or if you have any comments that you would like to make.

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**To the Chair and Members of the
COUNCIL**

**APPOINTMENT OF CONSERVATIVE COUNCILLOR REPRESENTATIVE TO
SHEFFIELD CITY REGION COMBINED AUTHORITY'S AUDIT COMMITTEE**

EXECUTIVE SUMMARY

1. To appoint a Conservative Councillor, in accordance with the Sheffield City Region Combined Authority's (SCRCA) political balance requirements, as representative of the Council to sit on the SCRCA's Audit Committee. This appointment would be in addition to the Council's current representative, Councillor Austen White.

RECOMMENDATION

2. Council is asked to appoint a Conservative Councillor as a second representative on the Audit Committee of the SCRCA.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. As a Member Authority of the SCRCA, it is important that Doncaster Council also has a role in supporting the Audit Committee function within the Combined Authority in overseeing the internal control, risk and governance assurance arrangements within this body.

BACKGROUND

4. At the meeting of Full Council on 7th March 2013, it was agreed that Doncaster Council would join the SCRCA, which became a legal entity on 1st April 2014. Since that time, the Council has also appointed Member representatives to the SCRCA's Overview and Scrutiny, Transport and Audit Committees.
5. Having previously appointed the Council's Chair of Audit Committee, Councillor Austen White (Labour) to serve on the SCRCA Audit Committee for the 2015/16 Municipal Year, the Council has been informed that Doncaster is also entitled to appoint 1 Conservative Councillor to sit on this body. This is on the basis that appointments to the SCRCA Audit Committee, which comprises 14 seats, are politically and geographically (across the SCR area) proportionally balanced, resulting in Doncaster having 2 seats, i.e. 1 x Labour, 1 x Conservative.
6. In terms of selection of nominees, it should be noted that the SCRCA has indicated that its preferred arrangement is for the SCRCA Overview and Scrutiny Committee members to also be the nominees for the SCRCA Audit Committee, with meetings of both Committees being aligned to meet on the same day and the Audit Committee to sit at the rising of the Overview and

Scrutiny Committee (although Member Authorities are free to nominate different representatives if they so wish). This Council's current representatives on the SCRCA Overview and Scrutiny Committee are Councillors John Mounsey (Labour) and R. Allan Jones (Conservative).

7. The role of the Combined Authority's Audit Committee is to exercise appropriate oversight with regard to the Internal Control, Risk and Governance Assurance arrangements within the Authority. The Committee's Terms of Reference are attached for information at Appendix A. Council is asked to take account of the Conservative Group's preference in making this appointment and any nomination will be reported verbally to Council at the meeting.

OPTIONS CONSIDERED

8. To appoint a Conservative Member representative to the SCRCA Audit Committee (Recommended option).
9. To not appoint a Conservative Member representative to the Combined Authority's Audit Committee.

REASONS FOR RECOMMENDED OPTION

10. It is important that Doncaster MBC is represented on the Combined Authority's Audit Committee to enable Doncaster to contribute towards overseeing the internal control, risk and governance assurance arrangements operating within the Combined Authority.

IMPACT ON THE COUNCIL'S KEY PRIORITIES

11.

Priority	Implications
We will provide strong leadership and governance, working in partnership.	It is important that Doncaster Council contributes towards the governance arrangements operating within the SCRCA.

RISKS AND ASSUMPTIONS

12. There are no identified risks or assumptions relevant to this report.

LEGAL IMPLICATIONS

13. A report submitted to the SCRCA in July 2014 regarding the establishment of the Combined Authority's Audit Committee explained that:

"The principle of establishing an Audit Committee did not feature explicitly in the Scheme submission that was sent to the Secretary of State. However, it has been acknowledged in examining the detailed operational Governance requirements for the Combined Authority that it would be following best practice for there to be an Audit Committee notwithstanding that there has been, unlike in the case of the Overview and Scrutiny function, no prescription in the final Order by the Secretary of State setting up the

Authority.

Provision has been included in the Constitution which has been approved for the Combined Authority for there to be an Audit Committee, the Terms of Reference of which...in particular, include delegated powers to consider and approve the Authority's annual accounts and External Audit report."

FINANCIAL IMPLICATIONS

14. There are no specific financial implications arising from this report.

EQUALITY IMPLICATIONS

15. There are no specific equality implications arising from this report.

CONSULTATION

16. Consultation has taken place with the Conservative Group Leader with regard to determining a nomination for representation on the SCRCA Audit Committee.

BACKGROUND PAPERS

17. Report to SCRCA Meeting held on 14th July 2014 – SCRCA Audit Committee Arrangements.

REPORT AUTHOR

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Simon Wiles
Director of Finance & Corporate Services

The Audit Committee

The Authority's Audit Committee shall have the following terms of reference and delegated authority:-

1. To receive and approve **under delegated powers** the Authority's statement of accounts in accordance with the Accounts and Audit (England) Regulations 2011;
2. To consider the External Auditor's Annual Audit and Inspection Letter in accordance with the Accounts and Audit (England) Regulations 2011 and to monitor the Authority's response to individual issues of concern identified;
3. To consider and advise the Authority on the findings of the Authority's review of the effectiveness of its system of internal control and on the Annual Governance Statement;
4. To consider and advise the Authority on the findings of the review of the effectiveness of its internal audit;
5. To oversee the effectiveness of the Authority's and SYPTE's risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements, including approving **under delegated powers** the Authority's Anti-Fraud and Corruption Policy and associated Fraud Response Plan and any changes to these;
6. To challenge the Authority's performance management arrangements;
7. To oversee and review the Authority's internal audit strategy, and receive reports, as appropriate, from the Internal Auditor;
8. To engage with the External Auditor and external inspection agencies and other relevant bodies to ensure that there are effective relationships between external and internal audit;
9. To make recommendations to the Finance Director and Monitoring Officer in respect of Part 5F of the Authority's Constitution (Financial Regulations);
10. To ensure effective scrutiny of the Treasury Management Strategy and Policies;
11. To consider and advise the Authority on its Code of Corporate Governance.

**To the Chair and Members of the
COUNCIL**

PROPOSED REVISION TO COMPOSITION OF AUDIT COMMITTEE HEARINGS SUB-COMMITTEE

EXECUTIVE SUMMARY

1. At its meeting held on 16th July 2015, the Audit Committee considered the Monitoring Officer's Annual Report on matters relating to ethical governance and, as part of this, agreed to recommend that Full Council approves a revision to the composition of the Audit Committee's Hearings Sub-Committee, namely that Parish Council representation on the Audit Committee's Hearings Sub-Committee should cease with immediate effect.

RECOMMENDATION

2. It is recommended that the Council agrees that Parish Council representation on the Audit Committee's Hearings Sub-Committee should cease with immediate effect for the reasons outlined in paragraphs 6 - 7 below;

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. Undertaking appropriate and timely reviews of the Council's ethical governance policies and procedures helps to ensure that the Council maintains openness, transparency and probity in the way that it conducts its business. This in turn should help increase public confidence in local governance through maintaining high standards of conduct by Members.

BACKGROUND

4. As a consequence of the Localism Act 2011, the Council had to adopt a new Member Code of Conduct and put in place new arrangements for dealing with Code complaints against Councillors at both Borough and Parish level. These new arrangements came into effect in July 2012. It was agreed at that time to retain the Council's Standards Committee while the new arrangements were bedded in, but that this would be reviewed in 12 months' time.
5. As the Audit Committee has responsibility for corporate governance that incorporates ethical governance (the focus of the former Standards Committee) it was agreed by the Council at its meeting on 13th June 2014 to disband the Standards Committee and transfer its functions to the Audit Committee. To enable the Audit Committee to have a mechanism in place to deal with complaints against Councillors that cannot be resolved informally, it was also agreed to establish a Hearings Sub-Committee of the Audit Committee. This Sub-Committee currently comprises two co-opted Parish Council representatives (Parish Councillors Norma McCarron and Richard Johnson) and two co-opted Independent (non-Councillor) representatives (David Harle and Monica Clarke).

6. As the terms of office of the Parish Council representatives on the Hearing Sub-Committee were due to expire on 20th July 2015, it has been necessary to review the composition of the Sub-Committee. The Localism Act 2011 introduced a new process with a much greater emphasis on resolving complaints on a more informal basis (avoiding lengthy and potentially costly formal investigations and subsequent local hearings). As a result, since its establishment in 2012, the Hearings Sub-Committee has never been convened. Furthermore, the need for Parish Council representation in any Hearings process is no longer a statutory requirement.
7. Accordingly, the Audit Committee agreed at its meeting on 16th July 2015 to recommend to Full Council that the Parish Council representation on the Audit Committee's Hearings Sub-Committee be discontinued on the understanding that this is no longer a statutory requirement and that the membership of the Hearings Sub-Committee, if it should ever meet, will still include an independent element by way of the existing Independent (non-Councillor) Co-optees who serve on this body.

OPTIONS CONSIDERED AND REASON FOR RECOMMENDED OPTION

8. It is recommended that the composition of the Audit Committee Hearings Sub-Committee is revised by discontinuing the Parish Council representation for the reasons outlined in paragraph 7 above.

IMPACT ON THE COUNCIL'S KEY OBJECTIVES

9.

	Implications
We will provide strong leadership and governance, working in partnership.	<p>The work of the Audit Committee in monitoring the Council's ethical governance activities helps to:</p> <ul style="list-style-type: none"> • ensure that Council arrangements are open, accountable and ethically strong; • promote high standards of conduct; • build a 'bond of trust' between the Council and its communities.

RISKS AND ASSUMPTIONS

10. There are no identified risks associated with this report.

LEGAL IMPLICATIONS

11. Section 27(1) of the Localism Act 2011 places a duty on relevant authorities to promote and maintain high standards of conduct by Members and Co-opted Members of the authority.
12. Section 28 of the Localism Act 2011 requires Principal Authorities to have in place arrangements for investigating allegations of Member misconduct and taking decisions on those allegations. It also requires Councils to appoint at least one Independent Person who is to be consulted as part of the complaint handling

process. The Council has in place arrangements for discharging these arrangements.

FINANCIAL IMPLICATIONS

13. There are no significant financial implications arising from this report. Should the proposal in this report be accepted it could potentially lead to modest savings in the payment of allowances.

EQUALITY IMPLICATIONS

14. There are no specific equalities implications associated with this report.

BACKGROUND PAPERS

Report to Council - 13th June 2014: Council Appointed Committees' and Sub-Committees' Terms of Reference for 2014/15.

Report to Audit Committee - 16th July 2015: Annual Report of Monitoring Officer.

REPORT AUTHOR & CONTRIBUTORS

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To the Chair and Members of the COUNCIL

CHANGES TO THE COUNCIL'S CONSTITUTION

EXECUTIVE SUMMARY

1. This report presents to Council a proposed revision to the Council's Constitution in response to an issue which has arisen since the Constitution was last reviewed in October 2012.

RECOMMENDATIONS

2. It is recommended that Full Council agrees the provision at paragraph 6(A) of this report removing the requirement for Members to stand whilst addressing the Chamber.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. Full Council now meets in a purpose-built Chamber with fixed seating and a state of the art audio facility which allows persons attending vastly improved visibility and hearing compared to the previous arrangements, when Council meetings were held at the Mansion House. It is also appropriate to recognise that not everyone enjoys full mobility and the requirement to stand when speaking or otherwise seek a dispensation, is potentially discriminatory. For these reasons, it is appropriate to review the requirement.

BACKGROUND

4. The Council's Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of the processes are required by law, whilst others are chosen by the Council.
5. Paragraph 25.1 of Council Procedure Rules, require that Members must speak when addressing the Council Chamber. The requirement to stand to speak dates back to the time when Full Council was based at the Mansion House. Standing to speak was necessary in order to ensure that the speaker could be heard. Thankfully the installation of a modern audio system in a new purpose-built Council Chamber has made the need to stand for this reason unnecessary. Standing to address the Chamber can also be seen as a mark of respect to the Chair. Currently, if a member has difficulties standing due to disability or ill health they are required to seek a dispensation from the Chair to allow them to speak whilst remaining seated. Requiring Members who may be disabled, or otherwise have mobility issues, to have to apply for a dispensation in such circumstances would be

contrary to the principles of the Equality Act 2010.

OPTIONS CONSIDERED

6. (A) Delete paragraph 25.1 of the Council Procedure Rules and remove the requirement for Members to stand whilst addressing the Chamber (Recommended).
- (B) Do not delete paragraph 25.1 of the Council Procedure Rules and thus maintain the current requirement for Members to stand whilst addressing the Chamber

REASONS FOR RECOMMENDED OPTION

7. As detailed within the body of the report, the requirement to stand whilst addressing the Council Chamber is no longer required since the move to a modern, purpose-built Chamber with tiered seating and a modern audio system.

RISKS AND ASSUMPTIONS

8. The proposed revision detailed in this report does not carry out any particular risk to the Authority.

LEGAL IMPLICATIONS

9. There are no specific legal implications arising out of this proposed change to Council Procedure Rules. As this is a change to the Council's Constitution, a decision of Full Council is required to adopt the change.
10. Arrangements are in hand to expand the current facilities within the Chamber to allow for the audio and video recording of Council meetings and, potentially, other meetings in the Chamber. It is anticipated that a report on these arrangements, including the introduction of a protocol and any necessary further changes to the Constitution, will be brought to the next meeting of Council.

FINANCIAL IMPLICATIONS

11. There are no specific financial implications arising out of this report

HUMAN RESOURCES IMPLICATIONS

12. There are no specific Human Resources implications arising out of this report

TECHNOLOGY IMPLICATIONS

13. There are no specific technology implications arising out of this report

EQUALITY IMPLICATIONS

14. The present position in the Council's Constitution is that Members must stand to address the Chamber. Those Members who have difficulty standing through reasons of ill health or disability must apply to the Chair of Council for a dispensation allowing them to remain seated. Requiring Members who may be disabled to do this is not consistent with the provisions of the Equality Act 2010 and would be in breach of that Act.

BACKGROUND PAPERS

15. None.

REPORT AUTHOR & CONTRIBUTORS

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Assistant Director of Legal & Democratic Services

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POLICE AND CRIME PANEL - 19/03/15

62J

**POLICE AND CRIME PANEL
19th March, 2015**

Present:-

Barnsley Metropolitan Borough Council:-

Councillor R. Sixsmith M.B.E.

Doncaster Metropolitan Borough Council:-

Councillor J. Sheppard

Rotherham Metropolitan Borough Council:-

**Councillor A. Sangster
Councillor C. Vines**

Sheffield City Council:-

**Councillor M. Iqbal
Councillor R. Davison
Councillor T. Hussain
Councillor R. Munn**

Co-opted Member:-

Mr. A. Carter

Apologies for absence were received from:-

**Councillor M. Dyson, Barnsley Metropolitan Borough Council
Mayor R. Jones, Doncaster Metropolitan Borough Council**

J34. APPOINTMENT OF CHAIRMAN

Resolved:- That Councillor Mazher Iqbal be appointed Chairman for the remainder of the 2014/15 Municipal Year.

(Councillor Mazher Iqbal in the Chair)

J35. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public submitted.

Councillor Sixsmith, M.B.E. referred to an incident at the Dearne ALC last week where seven youths bought legal highs locally. Five of the youths were hospitalised due to smoking the substances and wished to ask the Panel if there were any guidelines around the sale of these substances.

The Police and Crime Commissioner suggested the best course of action would be to contact the District Commander who could provide an update on this matter.

Councillor Sheppard indicated that he was willing to share further information as similar incidents had occurred in Doncaster.

Councillor Hussain referred to the loss of £12 million funding and asked how many Police Officer posts would be lost in each Local Authority area?

The Police and Crime Commissioner confirmed this information had been shared at the last meeting which set out in detail the loss of posts across South Yorkshire.

The Chairman suggested that this information be recirculated for all Panel Members.

J36. MINUTES OF THE PREVIOUS MEETING HELD ON 30TH JANUARY, 2015

Consideration was given to the minutes of the previous meeting of the South Yorkshire Police and Crime Panel held on 30th January, 2015.

Reference was made to Minute No. J28 (Resignation of Independent Co-optee) and an update provided on the current position to seek a replacement for the vacancy. Following consultation with the Chairman and Vice-Chairman it was proposed to filling of the vacancy until after the May election to enable a clearer picture of the skill set for such a candidate to be identified. It was also suggested that Alan Carter, Independent Co-optee to the Panel, be included on the recruitment panel.

The Police and Crime Commissioner also referred to a slight misinterpretation of some text as part of Minute No. J31 (Precept Proposal for 2015/16) on Page 5 of the agenda pack and asked that the proposals lists be amended to now read:-

- ensure that uniformed officers continue to respond to emergency '999' calls;
- have neighbourhood teams and the teams of uniformed officers combined under the same management and, for example, receive the same briefings;
- introduce uniform/common shift patterns;
- increase the overall skills of police officers in the new single teams;
- introduce the use of new ICT technology, so that reports may be prepared by Officers, using laptops in Police vehicles, which would ensure that Officers spend more time in the neighbourhoods instead of returning to Police stations in order to file their reports;
- ensure that the training of all Police personnel be 'neighbourhood focused'.

Reference was also made Minute No. J31 (Precept Proposal for 2015/16) on Page 7 of the agenda pack and particularly Question No. 4 where Councillor Sheppard apologised for the content, but asked if this could be simplified to his direct question of "Had these changes to working practices been trialled elsewhere or implemented across the force without being trialled?"

Deborah Fellowes, Scrutiny Manager, also advised the Panel that, in relation to Minute No. J31 (Precept Proposal for 2015/16), the final report on the budget, to be published on the PCC's website, included some additional information. This information had been shared with the Chairman and Vice-Chairman of the Panel to ensure they were aware.

Resolved:- That the minutes of the previous meeting held on 30th January, 2015 be approved as a correct record, for signature by the Chairman, with the inclusion of the clerical corrections referred to above.

J37. PUTTING SAFETY FIRST - SOUTH YORKSHIRE POLICE AND CRIME PLAN 2013/17

Consideration was given to the report presented by the Police and Crime Commissioner which detailed the Police and Crime Commissioner's current Police and Crime Plan following the publication of the first five year plan in 2013.

In addition, the Police and Crime Commissioner thought it also important to report on his decision and rationale not to appoint a Deputy Police and Crime Commissioner.

Having listened to the views of community groups, leaders in business, the universities and local authorities, those working in the voluntary sector and many individuals, the Police and Commissioner identified that all shared a similar view around wishing to be safe and feeling safe.

In consultation with the Chief Constable, taking cognisance of the recently amended Strategic Policing Requirement, and after consideration of the evidence gathered as part of the strategic planning process, the Police and Crime Commissioner identified that 'Putting Safety First', ensuring services were responsive to the public and needs of victims, would determine the priorities of the police service for the period to 2017.

The aim of the Police and Crime Plan was for South Yorkshire to be and feel a safe place to live, learn and work and split into the strategic priorities of:-

- Protecting Vulnerable People.
- Tackling Crime and Anti-Social Behaviour.
- Enabling Fair Treatment.

The Police and Crime Commissioner made reference to each priority in detail and the reasons for the reduced number of targets.

This was based on the Police being asked to demonstrate their methods of measuring priorities and how targets were being met. The Police Force needed to be more thoughtful in its approach with a model of work around geographical areas, requiring a cultural change with time to embed and become established.

It was important for the Police to prevent people becoming victims of crime and anti-social behaviour and to do this they needed to focus on becoming more local policing teams and taking responsibility for a case rather than handing over to another officer. It also needed to be recognised that the responsibility for dealing with anti-social behaviour did not wholly lay with the Police, but some of the solutions may involve partner agencies.

The Police and Crime Commissioner explained about his establishment of an Independent Ethics Panel, chaired by an experienced Solicitor which would follow up on some ethical concerns and provide the Police and Crime Commissioner and the Police with independent and effective challenge to ensure they were acting with integrity and high professional standards.

It was noted that the budget for this financial year had balanced, but this was a different situation moving forward. For South Yorkshire, the finance settlement represented a reduction in funding of £9.6m (or 4.83%) compared to 2014/15. This was on top of a reduction of £9.5m in the previous financial year.

Further information was provided on how the Police and Crime Plan was to be delivered at a time of continuing austerity. The report set out details how this was broken down and how this would be taken forward. More could be done, including improvements in technology, greater collaboration and by design.

The Police and Crime Panel raised a number of issues, some of which would be considered further by the Police and Crime Commissioner around the elimination of some targets in the Plan.

In terms of complaints it was noted that a filtering mechanism was in operation within the Commissioner's Office to ensure they were directed to the most appropriate person. Complaints and the Whistleblowing Policy were areas that were to be scrutinised by the new Independent Ethics Panel especially in light of concerns about the most vulnerable not wishing to make complaints to the Police and the failures highlighted around the child sexual exploitation scandal.

The Police and Crime Commissioner indicated information about the systematic failures was concerning and did not necessarily stand out in the Plan, but assured the Panel that matters relating to concerns were subject to further investigation by the Independent Police Complaints Commission and the National Crime Agency.

Councillor Sheppard strongly pointed out that the public needed to be assured that the standards of South Yorkshire Police were going to be raised and that the Force did not become complacent. The Police and Crime Commissioner agreed that elements of the Plan needed to be bolder and further strengthened.

The Panel's concerns about the recorded decrease of activity such as anti-social behaviour published South Yorkshire wide were not broken down into districts. Individual areas such as Rotherham, who were seeing an increase in anti-social behaviour, were monitored by the District Commander.

The Commissioner admitted there would always be spikes and troughs in reporting, but the new Policing teams should help to manage the concern and hotspot areas which would trigger the appropriate action required by the Police.

The Chairman suggested that for the Panel to fully understand the detail of the Plan that specific information be broken down into the four South Yorkshire areas.

The Scrutiny Manager pointed out that the Rotherham Overview and Scrutiny Management Board had the Crime and Disorder function and was the vehicle for any Rotherham representations of concern.

Examples from other Local Authorities where partnerships with the Police were working, specifically around anti-social behaviour, were highlighted.

The Police and Crime Panel, however, shared a view about the local "101" number for reporting crimes and whether this was "fit for purpose" as some calls were abandoned due to a lack of response. This had been an ongoing issue for many years and reasons for the problems remained unresolved.

The Police and Crime Commissioner referred to the very high volume of calls to Atlas Court, the home of the "101" number and confirmed this was subject to review. However, he extended an invitation to Members of the Police and Crime Panel to visit Atlas Court and see for themselves the level of activity taking place and the triage system that was in operation.

Reference was made to the progress of a "culture change" within the Police Force and how difficult this was to change given the increasing demands. The big shift required was not underestimated, but it would take time to be integrated. The Force was taking every opportunity to be

visible within communities in areas such as supermarkets and schools rather than being isolated within an inaccessible Police Station. The new neighbourhood way of working would take time to embed.

The Panel welcomed the simpler and leaner version of the Police and Crime Plan as submitted, but suggested some of the strategic priorities should be re-established and broken down into the South Yorkshire districts for clarity. It was a little unclear how performance would be monitored and measured.

The report as submitted and its contents were noted, but it was suggested that feedback from the Independent Ethics Panel be referred to this Panel for information, along with the full membership and any examples of partnership working. The Police and Crime Commissioner advised he would speak to the Chairman to ascertain the best way of sharing this information.

The Panel also sought clarity on breakdown figures for missing persons as it was uncertain if some of the figures related to individuals or occasions of reported instances by third parties. This vulnerable group of people needed to be taken seriously and links with other agencies established to identify reasons for disappearance.

The Panel also referred to the make-up of South Yorkshire Police and its reference in the report with percentages within a pie chart.

The Police and Crime Commissioner agreed to set this out as real figures and forward onto Panel Members for information.

The Police and Crime Commissioner agreed with Councillor Davison that it was a balancing act of holding the Police to account. Legacy issues were an important factor and had to be borne in mind, especially for those Police Officers who had joined the force more recently and the successes and good work of the Police needed to be recognised more.

The Chairman summarised the points raised by the Panel as part of further work with the Police and Crime Commissioner and his Office. This included:-

- Concerns and abandonment figures for the public contacting "101" at Atlas Court.
- Details around membership and terms of reference for the Independent Ethics Panel appointed by the Commissioner.
- Further understanding on how performance would be monitored and measured.
- Vulnerable people, especially those missing from home, the reasons for their disappearance, hate crime and third party reporting.

Some of the work identified would be included as part of the work programme for the Police and Crime Panel and this would be shared in due course.

It was also noted that despite the austerity measures being enforced on Local Authorities and the Police that a great deal of good work was still taking place which the Police and Crime Panel were happy to support.

Resolved:- (1) That the Police and Crime Commissioner be thanked for his attendance and update on the Plan.

(2) That the renewed Police and Crime Plan 2013/17: Putting Safety First be received and approved, the contents noted and any comments provided to the Police and Crime Commissioner before 25th March, 2015.

(3) That information be broken down into four Local Authority areas for future consideration.

(4) That the areas referred to above be incorporated into the work programme moving forward.

J38. POLICE AND CRIME PANEL WEBSITE

Consideration was given to a report which set out in detail the progress on the South Yorkshire Police and Crime Panel website to date, which could be found at www.southyorkspcp.org.uk

A demonstration of the website was provided at the meeting for Panel to comment on and suggest any changes to be made to the site.

The purpose of the website was to make it more user friendly, with links to key tasks and reports and complaints. Full details on how to make a complaint would also be featured with clear parameters on how complaints were to be filtered. This would all be in line with the Complaints Procedure which had previously been approved by the Panel and which should be revisited and added to the work programme.

The Panel were happy for the website to be made live with some further road testing via involvement with the community in testing the prototype.

The URL site, which cost £20.00, would be effective within 72 hours and all other legal technicalities confirmed.

Resolved:- (1) That the current design of the website, as demonstrated at the meeting on 19th March, 2015, and any changes required be noted.

(2) That further consideration be given as to how best to involve members of the community in testing the website.

(3) That further consideration be given to methods of engaging/interacting with the community appropriate for the working and statutory role of the Police and Crime Panel.

(4) That the issue of complaints be added to the work programme for further consideration.

J39. WORK PROGRAMME

Deborah Fellowes, Scrutiny Manager, advised the Police and Crime Panel on the status of the current work programme.

It was, therefore, suggested that the work programme be submitted to the next meeting of the Police and Crime Panel and it was proposed that the new emerging performance framework for the Police and Crime Commissioner's Office be included, along with the review of the Annual report.

Resolved:- That the position be noted and the proposals put forward for consideration at the June meeting be approved.

J40. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Police and Crime Panel take place on Monday, 29th June, 2015 at 2.30 p.m. at Rotherham Town Hall.

POLICE AND CRIME PANEL
Monday, 29th June, 2015

Present:-

Barnsley Metropolitan Borough Council:-

-

Doncaster Metropolitan Borough Council:-
Councillor C. McGuinness

Rotherham Metropolitan Borough Council:-
Councillor Emma Walls
Councillor Caven Vines

Sheffield City Council:-
Councillor Jenny Armstrong
Councillor Isobel Bowler
Councillor Joe Otten

Co-opted Member:-
Mr. Alan Carter

Apologies for absence were received from:-
Councillor John Campbell, Sheffield City Council
Councillor Martin Dyson, Barnsley Metropolitan Borough Council
Councillor Alan Jones, Doncaster Metropolitan Borough Council

J1. APPOINTMENT OF CHAIR FOR THE MUNICIPAL YEAR 2015/16

Resolved:- That Councillor Isobel Bowler be appointed Chair for the 2015/16 Municipal Year.

(Councillor Bowler in the Chair)

J2. APPOINTMENT OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2015/16

Resolved:- That Councillor Emma Wallis be appointed Vice-Chair for the 2015/16 Municipal Year).

J3. QUESTIONS FROM MEMBERS OF THE PUBLIC

3.1 A member of the public asked the following questions:-

"How can effectiveness of this scrutiny panel be improved and how can transparency with the public and community groups throughout South Yorkshire be enhanced?"

Very few people were aware of the Panel and interested in attending. The membership of the Panel had change at a very rapid rate leading to confusion as to who was on the Panel and whether sufficiently up to speed.

Alan Carter was the only remaining independent person on the Panel so the independent voice was depleted at the moment and it was hoped that the second post could be resurrected.

The webcasting of the meeting was welcomed."

3.2 The Chair agreed with the importance of focussed scrutiny and also that representatives were much more effective when they had been on a Panel for a while. It was hoped that the Panel's membership would now stabilise.

The webcasting of meetings was a good step forward together with the website which would be kept up-to-date

Action: Engagement to be explored at a future meeting.

3.3 Deborah Fellowes, Scrutiny Manager, confirmed that there was a vacancy for an independent co-optee Panel member. The recruitment process had commenced some time ago but for numerous reasons had been stalled. Now that the elections were over and the Panel had its full complement of Local Authority members it was hoped to resume the process as a matter of priority.

Action: Chair, Vice-Chair and Alan Carter to take recruitment forward - Immediate.

J4. MINUTES OF THE PREVIOUS MEETING HELD ON 19TH MARCH, 2015

4.1 Consideration was given to the minutes of the previous meeting of the South Yorkshire Police and Crime Panel held on 19th March, 2015.

Resolved:- That the minutes of the previous meeting held on 19th March, 2015, be approved for signature by the Chair.

4.2 Arising from Minute No. J35, it was noted that the previously circulated financial information would be recirculated due to the number of new Panel members.

Action: Deborah Fellowes, Scrutiny Manager - Immediate

4.3 Arising from Minute No. J37 (Putting Safety First), it was reported that the Police and Crime Commissioner had provided the independent co-optee information on the Independent Ethics Panel. However, it would be helpful to hav einformation on their work.

Action: Office of the Police and Crime Commissioner (OPCC)to

provide Independent Ethics Panel work plan - Immediate

4.4 An invitation had also been extended to Panel members to visit Atlas Court, the home of the "101" number.

Action: OPCC and Deborah Fellowes to liaise with regard to arrangements for a visit, before the next meeting

J5. INTRODUCTION AND OVERVIEW BY THE POLICE AND CRIME COMMISSIONER

5.1 Consideration was given to the report presented by the Police and Crime Commissioner which detailed the role and responsibilities of the Commissioner, a summary of his Police and Crime Plan, Putting Safety First, and information on the Performance Framework being used to measure performance against the Plan.

The report also set out the last position in relation to the legacy issues facing South Yorkshire Police.

5.2 In particular, Dr. Billings highlighted:-

- Cultural change
The Police Force needed to move to a better way of measuring what they did – outcomes rather than targets. It was a big change in the way of working and would take time
- Challenges facing the Police
As with the public sector, there were enormous challenges facing the Police Force and it was known that the period of austerity measures would continue. The forthcoming emergency budget may have an impact on budgets
- Hillsborough Inquests
The Commissioner had a legal obligation to support both the current Chief Constable and 8 former and servicing Police Officers who had been granted 'interested person' status and called to give evidence at the inquests. Up to the end of the 2014/15 financial year, the costs were approximately £16M+. A submission had been made to the Home Secretary for a special grant to cover the costs; £10.7M had been awarded leaving a gap to be funded by South Yorkshire Police. Unless agreement was reached between South Yorkshire Police, the Home Office and the legal office, there would be more costs that would fall onto the Police Force
- Orgreave
The Independent Police Complaints Commission (IPCC) had declined to investigate the events at Orgreave but had implied that there should be an inquiry which the Government should fund. If there was an inquiry, the costs must not fall onto South Yorkshire Police budget

- **Child Sexual Exploitation**
A number of Police Officers had been referred to the IPCC. There were ongoing negotiations by the National Crime Agency and the IPCC. The Commissioner had commissioned Professor John Drew to lead an independent review of South Yorkshire Police's handling of reports of child sexual exploitation across all 4 districts. He would be working across the region from September to the end of December, 2015
- **Engagement with the wider public/community**
The Commissioner attended numerous meetings with the Chief Constable and Senior Command Team as well as with Police Officers and PCSOs.

Communication with the public was via the media, website, letters etc. and attendance at meetings

5.3 Issues raised following the presentation included:-

- **Hillsborough –** The costs also included the archives for the inquests. The legal representation was for those most likely to be in jeopardy for the statement they had made at the inquests. Negotiations were ongoing with regard to the costs
- **Referral of Police Officers to the IPCC –** the Force picked up the costs if there was an investigation
- **Terms of Reference for the Independent Review by Professor Drew –** there had been a press release containing a summary. Once signed off, they would be published on the website
- **Vulnerability** was a priority for the Force in its widest sense of the word and Police Officers asked to push the boundary of what they understood as “vulnerable” and its many definitions
- **The IPCC's decision** was awaited as to whether the referred Police Officers were to be investigated or not
- **Consideration** was still being given as to how to consult with the public on the Performance Framework

5.4 Action:- The OPCC report on the new Performance Framework, September Meeting

5.5 Action:- That Panel members receive general training on performance management to enable them to gain an understanding and ability to comment on the Framework. Deborah Fellowes to liaise with OPCC to agree date and format

J6. BUDGET UPDATE

6.1 Alan Rainford, Chief Finance and Commissioning Officer, presented a report detailing the Police and Crime Commissioner's 2015/16 budget.

He drew attention to the following issues:-

- £9.6M reduction in Government funding compared to 2014/15 but still the requirement to make sufficient budget provision (£8M) for the effect of price inflation, pay awards and the planned resources required to address the heightened emphasis given to Protecting Vulnerable People
- £17.4M had had to be found to balance the 2015/16 budget – made up of a combination of savings and additional income
- Net revenue budget of £240M of which 85% represented employees costs
- Increased collaboration working – strategic partnership formed with Humberside Police to deliver services particular support and back office services
- £27.4M Capital Programme 2015/16 comprised of 3 key elements:
 - Ensuring equipment was replaced at the most efficient time in its lifetime in line with the agreed Asset Management Strategy, Information Systems Strategy and Vehicle Fleet Strategy
 - Ensuring the estate was fit for purpose and sustainable and developed in accordance with the Commissioner's Accommodation Strategy
 - Supporting and investing in new technology which would allow the Force to deliver a better service at reduced cost
- £11M of Reserves utilised to support the investment in Capital schemes for the 2015/16 budget
- Cost of legacy issues – an assumption had been made when determining the budget and precept for 2015/16 that all costs associated with the Hillsborough inquests would be offset by Home Office Special Grant. There remained a risk that the level of Special Grant may fall well below the level of expenditure incurred and the available reserves may not be sufficient to meet the cost
- Reserves could not be allowed to fall below £5M
- The budget would be updated to reflect the emergency budget and the Spending Review when it was released later in the year

6.2 Discussion ensued on the report with the following raised/clarified:-

- The Chief Constable's budget did receive contributions from other funding sources but any awards of funding had to be agreed by the Police and Crime Commissioner
- Letters were being drafted to the lawyers and the Home Office explaining South Yorkshire Police's position with regard to the costs of the Hillsborough inquests and the position going forward
- The Home Office Circular set out in broad terms provision of financial assistance to those officers involved in legal proceedings. However, the Home Office had not envisaged anything of the size of the Hillsborough inquests. The Circular gave the presumption in favour of financial assistance to those officers involved in legal proceedings until they were seen to have acted in bad faith or unreasonable judgement in their duties. At no point did the Circular define what "reasonable costs" were in terms of financial assistance and guidance had been sought from the Home Office on what was reasonable e.g. hourly rate, types of costs. A recommendation from the cost review commissioned by the Commissioner's Office was that the Home Office Circular was not fit for purpose and suggested that they might want to amend it to make clear what "reasonable costs" meant
- A large proportion of the Capital Programme was going into IT schemes which produced short term savings
- Although South Yorkshire Police was not alone in facing financial pressures, its situation was more critical given the legacy issues. It was not known what it meant for the Police Force but, if there was less funding, it may be that certain services had to be stopped altogether or done more efficiently

6.3 Action: That the OPCC submit quarterly budget updates highlighting any budget pressures. First report to the September meeting

6.4 Action: That the OPCC include business planning around the Capital Programme in the next budget update

J7. UPDATE ON THE OPERATION THE COMPLAINTS PROCEDURE

7.1 Consideration was given to a report of the Legal Adviser which provided an update on the handling of complaints received against the Police and Crime Commissioner.

It was clarified that the 3 complaints referred to the former Police and Crime Commissioner.

Since the previous meeting the following matters had been considered:-

1. A complaint about the way the Commissioner had dealt with racist and homophobic complaints.
2. Complaints from 1 complainant in relation to a possible conflict of interest of the Commissioner and also a complaint about how the former Commissioner completed his register of interests and a further complaint relating to expenditure on security for the former Commissioner's house
3. A complaint that the Commissioner did not reply to the complainant for 80 days.

7.2 The Legal Adviser had also received a further 6 complaints in relation to routine policing issues which had been referred to the Police as appropriate.

7.3 The IPCC had recently notified the Legal Adviser that it did not intend to investigate the 3 complaints relating to the former Commissioner as the letters did not provide any actual evidence to support the claim that the previous Commissioner had committed a criminal offence.

7.4 Discussion ensued on:-

- the Panel's role in dealing with complaints about the former Commissioner
- role of the Panel in those complaints not resolved by the IPCC
- the Panel's role in resolving complaints
- should all complaints and their responses be submitted to the Panel
- all meetings were now to be webcast so caution must be exercised if reporting an individual's complaint(s)
- possible revised procedure for handling complaints incorporating receipt of complaint, opportunity for Commissioner's Office to respond, Chair and Vice to review and submission to Panel once a resolution had been reached

7.5 Action:- That the Legal Adviser ensures the letter from the IPCC regarding the former Police and Crime Commissioner (subject to IPCC consent) be made available on the PCP's website - Immediate

7.6 Action:- That the Legal Adviser submit a revised procedure for handling complaints taking into consideration the points raised at the meeting - September meeting

J8. MEMBER REMUNERATION

8.1 Consideration was given to a report of the Legal Adviser on the recommendations of the Independent Remuneration Panel of Rotherham Metropolitan Borough Council in relating to allowances payable to members of the Panel.

That the Local Authorities (Members' Allowances) (England) Regulations 2003 required Councils to review the remuneration for members. The Panel had also requested that the Council review the allowances paid to Police and Crime Panel members.

8.2 Upon the establishment of the Panel, an allowance for each member of £920 was budgeted for by Central Government. This amount was no longer 'ringfenced' but formed part of the overall budget for the Panel.

The Independent Remuneration Panel had considered the allowance and decided that there should be no change in the amount paid to members.

Resolved:- That the recommendations of the Independent Remuneration Panel be approved.

J9. GOOD PRACTICE FOR POLICE AND CRIME PANELS GUIDANCE

9.1 The Panel noted the Good Practice for Police and Crime Panels produced by the Local Government Association.

J10. DATES AND TIMES OF FUTURE MEETINGS

10.1 It was noted that work was taking place on the drawing up of a schedule of meeting dates and times for the 2015/16 Municipal Year.

Action: Revised schedule of meetings to be circulated by Deborah Fellowes - Immediate

SHEFFIELD CITY REGION COMBINED AUTHORITY

ROTHERHAM TOWN HALL

MINUTES OF THE MEETING HELD ON 16 FEBRUARY 2015

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC (Chair)
Councillor Eion Watts OBE, Bolsover DC (Vice Chair)

Councillor Graham Baxter MBE, North East Derbyshire DC
Councillor John Burrows, Chesterfield BC
Councillor Julie Dore, Sheffield CC
Councillor Simon Greaves, Bassetlaw DC
Mayor Ros Jones, Doncaster MBC
Councillor Lewis Rose OBE, Derbyshire Dales DC

Ruth Adams, SCR Executive Team
Huw Bowen, Chesterfield BC
Andrew Frosdick, Monitoring Officer
David Hewitt, SCR LEP
Wes Lumley, Bolsover DC / NE Derbyshire DC
Jo Miller, Doncaster MBC
John Mothersole, Sheffield CC
Ben Still, SCR Executive Team
Neil Taylor, Bassetlaw DC
Diana Terris, Clerk / Barnsley MBC
Craig Tyler, SYJS
Eugene Walker, s151 Officer
Paul Woodcock, Rotherham MBC

Apologies for absence were received from Councillors A Rhodes and A Western and James Newman

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS

None.

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

None.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

It was confirmed that no agenda 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

None.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None.

8 RECEIPT OF PETITIONS

None.

9 MINUTES OF THE MEETING HELD ON 5TH JANUARY 2015

RESOLVED - that the minutes of the meeting of the Combined Authority held on 5th January 2015 be agreed to be an accurate record.

10 HIGHWAYS MAINTENANCE CHALLENGE FUND

Members were advised that the Department for Transport is making available £575m to local authorities via competitive bidding from the Highway Maintenance Challenge Fund.

Doncaster and Rotherham will be submitting bids totalling £18.3m focusing on the A630 and A638 key strategic corridors. The bids must be prioritised and officers recommended Rotherham first, then Doncaster based on the identified need and fit with the bid criteria.

It was noted that the bids had to be submitted to the DfT by 9th February via the Combined Authority and approval was therefore delegated to the Chair of the CA

It was noted that Sheffield do not qualify due to existing highway PFI status and Barnsley have not been able to identify a scheme of sufficient size to meet the bid criteria (minimum £5m bid)

RESOLVED, that:

1. Members note the letter of support submitted by the Chair of the Combined Authority to the DfT for the Highway Maintenance funding bids from Doncaster and Rotherham (submitted by the bid deadline of 9th February).
2. The priority given to the schemes within the letter is:
 1. Rotherham: A630 strategic corridor
 2. Doncaster: A638 strategic corridor

11 PENSIONS BOARD - NEW GOVERNANCE ARRANGEMENTS

A paper was presented to inform Members of the work that has taken place since the last report to the Authority on 5 January 2015, in establishing a Pensions Board (in this instance for the Passenger Transport Pension Fund (PTPF) as a requirement under the Public Services Pensions Act 2013 for public sector pension schemes) to establish Pension Boards.

Members were advised that following publication of Regulations in relation to their establishment and subject to approval by the Secretary of State it has been proposed that a proportionate means of discharging this requirement will be to combine the PTPF Pension Board with the LGPS Pension Board.

RESOLVED, that the Combined Authority members:

1. Note the contents of the Report.
2. Agree the proposal to establish a Joint Pension Board comprising the Combined Authority's Passenger Transport Pension Fund and the Local Government Pension Scheme (LGPS), in accordance with the Terms of Reference and Constitution (set out at Appendix A of the accompanying report), subject to Secretary of State approval.

12 SCR BUSINESS GROWTH HUB

Members were presented with a paper seeking formal approval for (a) a 2015/16 Growth Hub 'pilot' team (b) a longer-term commitment to support the Growth Hub team through the funding secured (for that purpose) as part of the Devolution Deal.

Cllr Rose offered a cautious welcome to the proposals, noting that these new posts will have to work closely with existing services for business provisions.

Cllr Burrows said the team would need to work closely with D2N2 (Derbyshire / Nottinghamshire LEP) to ensure consistent services are provided.

Mayor Jones agreed that the Growth Hub needs to be complementary to what's services are already in place to ensure 'added value' is generated.

J Dore asked how the success of the Growth Hub would be evaluated and how it will be compared with what might have been delivered without it.

B Still confirmed that all necessary alignments are being made with D2N2 to present a seamless level of support to businesses and that evaluation would be important to demonstrating the success of the proposed approach.

RESOLVED, that the Combined Authority Members:

1. Endorse the short-term (2015/16 pilot), medium-term and long-term vision (full devolution from 2017/18) of the SCR Growth Hub.
2. Note the rationale for doing so set out in the Strategic Economic Plan to put in place a 'world class' provision of business support.
3. Approve the use of £500,000 funding (secured in through Growth Deal) in order to deliver the Growth Hub pilot in 2015/16 (in the manner specified at Section 5 of the accompanying report).
4. Approve the use of £500,000 p.a. of capital/revenue funding secured through Growth Deal 2 and the Devolution Deal to fund the small 'core' of the Growth Hub for the period 2016/17 to 2020/21 (i.e. £2m in total), subject to the resolution of any technical issues.
5. Approve that the balance of the capital/revenue funding secured through the Growth Deal 2 and Devolution Deal should be made available to the spokes of the Growth Hub to 'pump-prime' activity i.e. access to finance, export, innovation and start-up.
6. Agree to delegate operational decision making with regard to the above funds to the Head of Paid Service of the CA, in consultation with the Chair of the Business Growth Board and with oversight of the CA's s.151 and monitoring officer (as is their statutory responsibility).

13 SCR GROWTH HUB ACCESS TO FINANCE CENTRE OF EXPERTISE

A paper was received presenting the case for an Access to Finance Centre of Expertise (AFCOE) as a critical early 'spoke' of the Growth Hub (following on from the previous agenda item). It was noted that AFCOE was a priority set out in the SEP and ESIF strategy which, as a result of five months' work – has been developed into a substantive proposal.

Cllr Rose noted the need for businesses to receive a smooth service and not be presented with a confusing process.

RESOLVED, that the Combined Authority Members:

1. Approve the use of £1,087,425 of capital/revenue funding secured through Growth Deal 2 and the Devolution Deal to fund A2FCOE (2015/16 to 2017/18), subject to the resolution of any technical issues.
2. Agree to delegate operational decision making with regard to these funds to the Head of Paid Service of the CA, in consultation with the Chair of the A2F Advisory Board and with oversight of the CA's s.151 and monitoring officer (as is their statutory responsibility).
3. Agree to support the development of a detailed delivery plan for the A2FCOE (overseen by the Access to Finance Advisory Board and a 'practitioners group' drawn from this board and wider partners).

14 SCR SEP - BETTER SKILLS PROGRAMME

A paper was presented seeking the Authority's formal endorsement of the development of the 'Better Skills' programme to date (Learn to Work, Progress to Work, Skills Capital and Skills Bank) and requesting the approval of a number of decisions to enable the SCR Executive Team to progress activity.

Members were advised that the programme is being developed working closely with officials in Cabinet Office, BIS and the SFA and advised that whilst the formal joint venture arrangements, outlined in the devolution deal, are not yet in place the current working arrangements are supporting the principles of collaboration outlined.

Regarding the Skills Bank Operator, it was confirmed that the working group convened to design the process has now been disbanded to enable all parties engaged with the initial process to bid for this work. It has been agreed that the Skills Bank Operator can not undertake more than 5% of the work.

RESOLVED, that the Combined Authority Members:

1. Endorse the acceptance of the grant offer for £100k from BIS to deliver an early adopter pilot for Enterprise Advisor activity, and approve the subcontracting of activity to Local Authority partners to deliver this activity.
2. Endorse the content of the SCR Disadvantaged Learner Pilot with a focus on care leavers (aged over 19) and approve the submission of an outline business plan to BIS by 19th February.
3. Approve the SFA skills capital MOU, enabling the SFA to formally work with us on the assurance of the skills capital submissions.
4. Approve the outline programme for the Skills Bank, enabling it to progress the procurement of the Skills Bank Operator, delegating interim sign off to the CA Head of Paid Service.

15 SEP ASSURANCE FRAMEWORK UPDATE

A paper was received informing Members that the SCR must update its existing Assurance Framework by April 2015.

It was noted that this will need to include, as a minimum, evidence of the mechanisms by which decisions are made, how prioritisation is completed and how value for money is assured for all Local Growth Funding.

Members were informed that to meet this requirement, a programmatic two stage approach is recommended. This would comprise 1) an initial update on an interim basis and 2) the completion of a larger piece of work to produce a more integrated and holistic document and approach.

RESOLVED, that the Combined Authority Members:

1. Agree that the Assurance Framework produced for April will be an interim document applicable to the SCR's LGF allocation for 2015/16.
2. Note that this document will be developed throughout 2015 to provide a more integrated and holistic approach applicable across the different thematic areas of the SEP.

16 TRAM-TRAIN PROJECT-PROMOTION OF TRANSPORT AND WORKS ACT 1992 ORDER

A report was received requesting the approval of the promotion by the Passenger Transport Executive of a Transport and Works Act 1992 Order to allow the construction of a length of railway/tramway as part of the Tram-Train Project.

RESOLVED, that the Combined Authority Members:

1. Approve the South Yorkshire Passenger Transport Executive promoting a Transport and Works Act 1992 Order to allow the construction of a length of railway/tramway at Meadowhall/Tinsley as part of the Tram-Train Project.

17 MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE HELD ON 2ND FEBRUARY 2015

RESOLVED, that:

1. The minutes of the Transport Committee meeting held on 2nd February be noted.

18 IAB RECOMMENDATIONS ON SCRIF BUSINESS CASES

Members were presented with a paper detailing recommendations for Chesterfield Northern Gateway Stage 1A, Superfast Broadband Stage 1A, Sheffield City Centre - University of Sheffield Campus Phase 1 Stage 1B and Sheffield City Centre - Grey to Green Phase 1 business cases.

RESOLVED, that the Combined Authority Members:

1. Agree the recommendation on the Chesterfield Northern Gateway Stage 1A business case.
2. Agree the recommendation on the Superfast Broadband Stage 1A business case.
3. Agree the recommendation on the Sheffield City Centre - University of Sheffield Campus Phase 1 Stage 1B business case.
4. Agree the recommendation on the Sheffield City Centre – Grey to Green Phase 1 Stages 2&3.

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

ROTHERHAM TOWN HALL

MINUTES OF THE MEETING HELD ON 30 MARCH 2015

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC (Chair)

Councillor Graham Baxter MBE, North East Derbyshire DC

Councillor John Burrows, Chesterfield BC

Mayor Ros Jones, Doncaster MBC

Councillor Chris Read, Rotherham MBC

Councillor Lewis Rose OBE, Derbyshire Dales DC

Councillor Anne Western, Derbyshire CC

Councillor Griff Wynne, Bassetlaw DC

Ruth Adams, SCR Executive Team

David Armiger, Bassetlaw DC

Fiona Boden, Sheffield City Region Executive Team

Huw Bowen, Chesterfield BC

Neal Byers, SYPTE / SCR Executive Team

Eleanor Dearle, Barnsley MBC / SCR Executive Team

Tom Finnegan-Smith, Rotherham MBC

Andrew Frosdick, Monitoring Officer

Amy Harhoff, Sheffield City Region Executive Team

Julie Hurley, SYPTE

Julie Kenny CBE, Rotherham MBC

Wes Lumley, Bolsover DC / NE Derbyshire DC

Stella Manzie CBE, Rotherham MBC

Jo Miller, Doncaster MBC

John Mothersole, Sheffield CC

Ben Still, SCR Executive Team

Diana Terris, Clerk / Barnsley MBC

Gareth Sutton, Sheffield CC / SCR

Craig Tyler, SYJS

Eugene Walker, s151 Officer

Apologies for absence were received from Councillors J Dore, S Greaves, A Rhodes and E Watts

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

None noted.

3 URGENT ITEMS

None noted.

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

RESOLVED, that item number 24 'SYLTE Review - Strategic Hub' and item number 25 'SYLTE Interim Arrangements' be considered in the absence of the public and press.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

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

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

The Chair informed Members that BMBC is the sponsoring Authority for the M1 J36 Hoyland Phase 1 scheme and as such an alternate Member would be asked to assume the Chair for agenda item 21.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

8 PUBLIC QUESTIONS

None received.

9 RECEIPT OF PETITIONS

None received.

10 MINUTES OF THE MEETING HELD ON 16TH FEBRUARY

Regarding item 11 - Pension Board New Governance Arrangements; the Monitoring Officer informed Members that a response from the DCLG regarding the proposal to combine the Pensions Board for the Passenger Transport Pension Fund with the Pension Board with the South Yorkshire Local Pension Board is still awaited. Appropriate governance arrangements will be put in place in the interim and following any formal response to the proposal.

RESOLVED, that the minutes of the meeting of the Combined Authority held on 16th February 2015 are agreed to be an accurate record.

11 Q3 REVENUE BUDGET UPDATE

A paper was presented to set out the CA's revenue position at the end of Q3 and to provide an outturn forecast. The paper also sought to incorporate brief reporting on the revenue position after Quarter 3 of bodies and funds closely associated with the CA. These include the SYPTTE who provides the operational transport arm for the CA, SY ITA Properties Ltd who manage the CA's property portfolio, and the regional funding streams for which Sheffield City Council is the accountable body

It was reported that since the previous quarter's reporting, the revenue position for the CA transport budget has improved, but the CA/LEP budget has deteriorated. The CA's transport budget was previously forecast to be around £140k overspent principally due to on-going poor performance on the CA's cash deposits due to the on-going low-rate low-risk investment environment. This situation has improved due to underspend around administration and savings that will accrue against budget from the decision not to award members remuneration above expenses. The CA/LEP budget has come under pressure due to the loss of c. £150k in budgeted income that would arise from growth in business rates accrued in Enterprise Zone sites and would be paid to the CA by partner billing authorities.

It was noted that these issues are being mitigated by underspends in other areas – particularly staffing. There is also additional scope for increased EZ growth income due from SCC and Chesterfield MBC as a result of activity on EZ sites in their areas.

RESOLVED, that the CA Members:

1. Note the pressures on the transport budget, due to the lower than forecast returns being generated from cash investments.
2. Note that the significant loss of income to the CA/LEP budget, due to revisions on EZ growth income due from partners.
3. Note the mitigations in place to address these issues.

12 CA/LEP REVENUE BUDGET 2015/16

A report was received to remind the CA Members of the requirement to set a balanced revenue budget for CA/LEP economic development activity for the forthcoming 2015/16 financial year and to set out the matters to be considered in ensuring this requisite is adhered to.

It was noted that together with the South Yorkshire transport budget agreed on the 5th January, this budget forms the CA's overall revenue budget for the year. 2015/16 represents the first year that the CA will be asked to approve this budget, with prior LEP activity budgets approved by the Chief Executives

Members were advised of the growing resource pressures associated with the CA's shift from policy to co-ordination/delivery as well as policy which have created demand for additional expenditure and advised that this shift also brings new levels of financial risk as the CA enters this new phase of activity. These pressures are partially offset by an increase in income generated from Enterprise Zone business rates growth, however, it was noted that income growth is insufficient to meet both cost pressures and the CA's need to resolve its inherited reserve deficit.

This paper presented therefore proposed a number of measures to enable a balanced revenue budget totalling £9.3m to be set for 2015/16, either by partially forgiving the Inward Investment Loan (to effectively create a grant), or award revenue grants in advance. It was noted that these options have been discussed with the regional Directors of Finance and each district may choose its preferred option.

Members were therefore invited to input into this debate and agreed to support the opinions being put forward by their respective Directors of Finance.

It was further noted that these measures do not yet provide a sustainable budget looking in to 2016-17. Further work is needed to consider more sustainable longer term means of resourcing activity to assure delivery of the Strategic Economic Plan and Growth Deal.

RESOLVED, that the CA Members:

1. Approve a revenue budget of £9.3m for the 2015/16 CA/LEP economic development activity.
2. Note the choice each district has in respect of the additional funding measures required to support this budget, and that each district commits to one of the options
3. Note that this budget does not resolve the more fundamental issues around future budget sustainability.

13 CA CAPITAL PROGRAMME 2015/16 & LSTF REVENUE PROGRAMME

A report was presented requesting that the CA approves an overarching capital programme for 2015/16 and also the proposed Local Sustainable Transport Fund (LSTF) revenue programme for 2015/16, which supplements the Transport Strategy capital schemes.

It was noted that this capital programme consists of programmes directly delivered by the CA, and the programmes delivered by its partners for whom the CA holds accountable body status.

It was noted that from April 2015, the CA will directly deliver a capital programme with three distinct strands; the Sheffield City Region Investment Fund (SCRIF), Skills Capital; and the Regional Growth Fund (RGF). Complementary to this will be the partner led programmes that combine to make up the South Yorkshire Transport Strategy (South Yorkshire Passenger Transport Executive (SYPTTE)

programme, Local Transport Programme (LTP); and Sustainable Transport Exemplar Programme (STEP – formerly LSTF).

It was noted that the report also provides a financial overview of the CA's capital programme but does not provide a composite performance and programme management summary. This will be addressed in future papers.

It was noted that the CA's direct and partner delivered capital programmes will support the delivery of the Strategic Economic Plan (SEP).

Members were reminded that that under current governance arrangements, the South Yorkshire Transport Strategy programmes are monitored and managed in-year by the CA's Transport Committee.

RESOLVED, that the CA Members:

1. Approve the capital programmes to be managed directly by the CA, including:
 - The SCRIF programme;
 - The Skills Capital programme; and,
 - The RGF programme.
2. Approve its partner led programmes, including:
 - SYPTE's capital programme;
 - The LTP capital programme; and,
 - The STEP capital programme.
3. Approve the LSTF revenue programme that supplements South Yorkshire Transport Strategy capital schemes.
4. Note that mid-year management and monitoring of the South Yorkshire Transport Strategy programmes is delegated to the CA Transport Committee.

14 TREASURY MANAGEMENT STRATEGY 2015/16

A paper was presented setting out a treasury management and investment strategy for the CA that seeks to maximise the cash asset the CA holds to support the revenue budgets, whilst also managing the risk inherent in investing money.

The paper also set out how the CA intends to eventually pay down its debts through prudent Minimum Revenue Provision (MRP) charges to our revenue accounts which raise cash. It was noted that these charges are governed by statute, though the CA has discretion in tailoring its charges to local circumstance. The CA's Treasury Management Strategy determines how the CA will manage its debt and its investments.

Members were advised that under law, CA Leaders are required to set an Authorised Limit on the amount of debt the CA will hold during the year. This debt could comprise of loans, or other credit liabilities such as PFI arrangements.

It was noted that the Treasury Strategy set out in the paper principally deals with the treasury activities of the CA, but also sets out the Authorised Limit for the debt

the CA group can hold. The CA group includes the South Yorkshire Passenger Transport Executive (SYPTTE).

Regarding SYPTTE loans, it was noted that the SYPTTE has its own loan portfolio, relating to borrowing used to fund past capital expenditure. No new borrowing will be taken by SYPTTE, with any cash requirements being managed upstream at the CA level. SYPTTE's cash is managed on its behalf by the CA. This has meant that the CA has operated with significant cash balances in recent years, and will do so into the near future.

RESOLVED, that the CA Members approve the CA Treasury Management Strategy, including the Annual Investment Strategy, Minimum Revenue Policy Statement; and Prudential Indicators.

15 OUTLINE PROPOSAL TO STRENGTHEN SCR GOVERNANCE

A paper was presented to discuss the identified work areas that need to be completed to establish and develop a Chair and Executive model for the SCR CA capable of increasing accountability, transparency and the speed within which decisions can be made.

It was noted that the CA has been in place for a year. During this period the City Region has secured circa £350m in Government funding and additional freedoms and flexibilities. The key challenge for the City Region is to deliver on its agreed 'deals' and in support of this the SCR is seeking to strengthen its existing governance arrangements, in parallel with implementing strong programme management arrangements.

It was noted that in developing an outline proposal for strengthening the CA the Leaders have sought to develop a streamlined, robust and accountable approach that is able to make decisions efficiently and effectively. A key element of this is the adoption of a Leader and Executive model within the CA with this model to be structured around the overarching Chair and Vice Chair roles, combined with a thematic focus on the three key elements of the SEP: business growth, skills and infrastructure.

It was noted that the range of work areas that need to be completed to enable its finalisation has been identified and it is proposed that this work is undertaken over the next three months ahead of formal agreement being sought at the CA's Annual General Meeting (AGM) in June.

Members were also asked to consider a proposal to extend the current terms of the CA Chair and Vice Chair whilst this work is underway.

RESOLVED, that the CA Members note and endorse the proposed areas of work to be completed to develop this proposal prior to the CA's AGM in June (presented at paragraphs 5.1-5.3 in the accompanying report).

16 STRATEGIC ECONOMIC PLAN ASSURANCE FRAMEWORK

A report and accompanying presentation were provided noting that the SCR must develop and agree an updated Assurance Framework by the 31st March. This will apply to the funding streams that comprise the City Region's 2015/16 LGF allocation. It was noted that once the document is in place and agreed, the SCR can receive its LGF grant determination and thus access funding.

It was noted that the document agreed will be deemed to be an interim document, which will be superseded by a version to be agreed at CA's AGM in June.

Members were advised that as part of moves to increase transparency, LEP papers will be published in advance of meetings. Members welcomed this move and asserted the expectation that papers will be published in time to permit appropriate officer briefings to take place and that the papers and reports won't replicate swathes of information.

RESOLVED, that the CA Members:

1. Note that an Assurance Framework will need to be submitted to Government by the 31st March for the City Region to receive its LGF allocation at the beginning of April.
2. Agree to submit the Interim Assurance Framework (presented at Annex A to the main report) to Government to meet the 31st March deadline.

17 SCR DEVOLUTION DEAL - APPRENTICESHIP GRANT 2015/16

A report was received to update the CA in respect of; the responsibilities the SCR CA will be assuming for the Apprenticeship Grant for Employers (AGE) Devolution Deal, an outline of the SCR approach, the current status of negotiations with BIS and to seek approval to accept the grant offer made by Government to run AGE with effect from 1st April 2015.

RESOLVED, that the CA Members:

1. Note the BIS offer to the SCR and the work to run this devolved programme.
2. Delegate the responsibility to sign off of the grant offer acceptance letter to the Head of Paid Service

18 ESIF UPDATE

A report was presented to provide an update on the ESIF Programme, with specific reference to the development of Calls for Proposals.

Members were reminded that the ESIF is delivering a £180m investment of European Funds into the SCR economy over the period 2014 to 2020.

RESOLVED, that the CA Members:

1. Note the contents of the report.

2. Endorse the approach for future Calls for Proposals wherein only Calls that do not align with the ESIF Strategy and Strategic Economic Plan they will require prior agreement from the Combined Authority and LEP Board.
3. Note the potential for the Combined Authority to take a formal Intermediary Body role in the delivery of the Sustainable Urban Development.

19 EUROPEAN STRUCTURAL AND INVESTMENT FUND - THE BIG LOTTERY OPT-IN

Members were provided with details of the ESIF Big Lottery initiative. It was noted that this provides additional cash match to support social inclusion ambitions in the LEP areas. Unlike other opt-ins, this will increase the amount the LEP can spend on its activity and packages of work.

It was noted that the proposed opt-in comprises a total of 2 packages of work for Holistic Support and Social Entrepreneurship respectively and that in order to achieve delivery on the ground as soon as possible there is a short time period to develop the detailed opt-in and agree the proposed opt-in in principles. Big Lottery intends to issue a call for proposals in June 2015.

It was noted that as Big Lottery is offering an opt-in with cash match, this would deliver a total social inclusion investment of at least £3.43 million for the SCR. Of this, £2 million needs to be allocated from the European Social Fund (ESF) budget in the city region's ESIF plan.

RESOLVED, that the CA Members:

1. Agree the allocation of £2,000,000 of ESF grant to a 2-year Big Lottery opt-in.
2. Endorse the opt-in proposal (as outlined in Appendix A to the report).

20 MINUTES OF THE SCR TRANSPORT COMMITTEE - 16TH MARCH

RESOLVED, that the minutes of the SCR CA Transport Committee held on 16th march be noted.

Mayor Jones assumed the Chair

21 INFRASTRUCTURE ADVISORY BOARD RECOMMENDATION FOR M1 J36 HOYLAND PHASE 1 BUSINESS CASE

A paper was provided presenting recommendations for Stage 1B M1 J36 Phase 1 Hoyland business case.

The Monitoring Officer, A Frosdick, confirmed that BMBC Assistant Chief Executive some appropriate decisions will be taken by other officers to avoid any conflict of interest issues arising.

Mayor Jones requested a more detailed funding breakdown for the scheme.

RESOLVED, that the CA Members:

1. Agree the recommendation on the Stage 1B M1 J36 Phase 1 Hoyland business case to progress to Stage 2 of the business case process.
2. Will receive further information regarding this scheme's finances

Cllr Houghton re-assumed the Chair

22 SCRIF MINI-COMMISSION - LIST OF SCHEMES TO TEST

A report was presented to inform Members that the SCR Mini-Commission work has identified 15 proposed schemes with a total value of over £70m, and to set out the Central Independent Appraisal Team (CIAT) recommendations to forward these schemes for further appraisal through FLUTE.

Members were advised that around £42,000 is required to deliver a compliant process for the mini-commission pipeline of projects. Partners have agreed to underwrite the development of their own schemes directly, and requested that a further review of centrally available options be undertaken.

It was noted that the Mini-Commission is focused on deliverable projects in the short term (2015-2017) and there is no guaranteed funding for the projects. However, it was suggested that experience and pragmatism indicates that opportunities through capital underspend; flattening profiles and new announcements may happen and would require the process to underpin decisions for loan and grant funds.

It was noted that the process has been split into two stages, firstly CIAT (Central Independent Appraisal Team) advice on projects that meet the key criteria and secondly taking projects to the next stage of modelling the impact and benefit through FLUTE (Forecast Land Use and Transport Economy Model).

RESOLVED, that the CA Members:

1. Agree the CIAT recommendations (at section 3.4 of the report and schemes in figure 1) for all projects to progress for further testing through FLUTE, noting that this process will give a value and recommended prioritisation based on GVA impact.
2. Note that there are some projects that have flagged some early issues and agree that The SCR Executive Team will work with scheme promoters to address these before testing the projects.
3. Note that in respect of the absence of central funding, local partners have agreed to underwrite their own scheme development through Mini Commission, and have requested a further review of centrally available funding for infrastructure development.

23 SY BROADBAND

A paper was received to provide Members with details of the SCRIF 1B business case which has been increased by £2.4m to a total of £10.4m to secure the programme match in order to safeguard the opportunity to secure the remaining Broadband Delivery UK (BDUK) allocation for South Yorkshire to enhance connectivity at Enterprise Zone and Business Parks.

Members were reminded that South Yorkshire has a remaining BDUK funding allocation of £2.4m to further invest in broadband. However, in order to secure this allocation an equivalent match funding commitment from South Yorkshire is essential and required by 30th March 2015 to ensure the funding is not lost.

The paper therefore outlined the need to expedite the SCRIF funding outside of the mini commission process to meet the tight timescales and ensure the BDUK funding is not lost to South Yorkshire.

It was noted that the additional SCRIF funding of £2.4m will not be required immediately and will only be drawn upon when funding becomes available within the overall SCRIF programme.

RESOLVED, that the CA Members:

1. Support the recommendation of the Infrastructure Advisory Board (IAB) and Sheffield City Region Chief Executives to progress for the SCRIF 1B to include the additional £2.4m funding required to safeguard the remaining BDUK allocation which will ensure additional roll out of faster broadband speeds to key business parks and Enterprise Zones.
2. Agree to provide the necessary statement of approval to satisfy BDUK that South Yorkshire is increasing the principle to commit from SCRIF to further invest in in broadband and match the BDUK allocation of £10.4m and subject to the further £2.4m becoming available in the current programme.

Non-CA officers were asked to vacate the meeting.

24 SYLTE REVIEW - STRATEGIC HUB

RESOLVED, that the recommendations, as set out in the accompanying report be agreed.

25 SYLTE INTERIM ARRANGEMENTS

RESOLVED, that the recommendations, as set out in the accompanying report be agreed.

CHAIR

SHEFFIELD CITY REGION COMBINED AUTHORITY

18 REGENT STREET, BARNSELEY, S70 2HG

MINUTES OF THE MEETING HELD ON 15 MAY 2015

PRESENT:

Councillor Sir Steve Houghton CBE, Barnsley MBC (Chair)

**Councillor John Burrows, Chesterfield BC
Councillor Simon Greaves, Bassetlaw DC
Mayor Ros Jones, Doncaster MBC
Julie Kenny CBE, Rotherham MBC**

**Karl Battersby, Rotherham MBC
Fiona Boden, Sheffield City Region Executive Team
Huw Bowen, Chesterfield BC
Peter Dale, Doncaster MBC
Andrew Frosdick, Monitoring Officer
Matt Gladstone, Barnsley MBC
James Henderson, Sheffield CC
Julie Hurley, SYPTE
Ben Still, SCR Executive Team
Gareth Sutton, Sheffield CC / SCR
Neil Taylor, Bassetlaw DC
Craig Tyler, JAGU
Neal Byers, SYPTE / SCR Executive Team
Joe Batty, Derbyshire CC**

**Apologies for absence were received from Councillors G Baxter, J Dore, C Read,
A Rhodes, L Roberts, L Rose and A Western**

1 APOLOGIES

Members' apologies were noted as above.

2 ANNOUNCEMENTS

No announcements noted.

3 URGENT ITEMS

No urgent items requested.

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

RESOLVED, that item 15 'SYITA Properties Limited' be considered in the absence of the public and press.

5 VOTING RIGHTS FOR NON-CONSTITUENT MEMBERS

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

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

Regarding the decision to be taken in respect of the Superfast Broadband initiative (to be considered at item 16), the South Yorkshire representatives acknowledged that the scheme relates to all South Yorkshire districts.

Regarding the decision to be taken in respect of the DN7 initiative (to be considered at item 16), the Doncaster representatives noted that Doncaster MBC is the sponsoring Authority.

Regarding the decisions to be taken in respect of the Better Skills Programme (to be considered at item 10), H Bowen noted that he is a board member of Chesterfield College.

7 REPORTS FROM AND QUESTIONS BY MEMBERS

None received.

8 RECEIPT OF PETITIONS

None received.

9 MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 30TH MARCH

It was confirmed that the minutes of the previous meeting are accurate, with the following clarification:

Item 13 - CA Capital Programme (2015/16) and LSTF Revenue Programme: It was noted that the Members approved programmes for the 2015/16 municipal year only.

RESOLVED, that noting the above clarification, the minutes of the meeting of the Authority held on 30th March are agreed to be a true and accurate record.

10 SCR SEP - BETTER SKILLS PROGRAMME - SKILLS CAPITAL

Members were provided with a report following on from the programme update and progress report presented to the SCR CA 16th February and providing an update on the bids for Local Growth Fund (LGF) for skills capital schemes.

It was noted that following the publication of a SCR Skills Capital Prospectus outlining SEP priorities for skills, scheme promoters were invited to submit applications. The assurance process for Local Growth Fund for skills capital was designed so that any schemes below a total value of £1m (indicative grant 33% of this) were required to submit a Full Business Case, whilst schemes in excess of £1m were required to submit an Outline Business Case for initial evaluation.

Members were informed that a moderation panel of the SCR Executive, Skills Funding Agency (SFA) (local and national) and the SCR Executive Further Education secondee to the SCR (non-scoring capacity) met to review both the economic case and the property and financial bid information for the schemes submitted, under the direction of the LEP Board Member and Lead CEX.

Annex A to the main report provided brief information on each of the schemes received and comments from the moderation panel. It was noted that these have been broken down into schemes where further negotiations are being progressed with scheme promoters to address key points of clarifications required by the Skills Board; and schemes where the Outline or Full Business Case did not meet the requisite standard, and will not progress in the current round.

Members were advised that at this stage the SCR CA are not being asked to approve any scheme for funding.

Mayor Jones informed Members that DMBC were looking to prioritise £6m of funding for the new rail college. A paper formally seeking this approval will be presented to the next CA meeting, covering also how this might be underwritten with the intention that the approval will be reported to BIS as part of the scheme submission.

RESOLVED, that the Combined Authority Members:

1. Agree the outcomes of the LGF – Skills Capital Moderation Panel and the further negotiations underway regarding the skills capital schemes submitted to the SCR CA for Local Growth Fund (LGF).]
2. Note the next steps scheduled.

11 DFT UPDATE ON LOCAL TRANSPORT BOARD

Members were advised that the DfT has recently provided communication on the allocation of devolved major scheme transport funding and provided with a paper summarising the contents of the letter and confirming the Accountable Body for the SCR.

It was confirmed that DfT recognise that the SCR Combined Authority is the Accountable Body for SCR Growth Deal and therefore proposed that the Local Transport Body (renamed by the SCR as the Infrastructure Investment Body) is dissolved with the activity and decisions forming part of the functions of the Combined Authority. It was confirmed that this position would be reflected in the SCR Assurance and Accountability Framework.

It was noted that communication with Derbyshire and Nottinghamshire County Councils is being suggested to clarify their role within the context of this change.

RESOLVED, that the Combined Authority:

1. Note the communication from DfT regarding the devolved major scheme transport funding and the role of the Local Transport Body (renamed by SCR to Infrastructure Investment Body).
2. Agree the dissolution of the Infrastructure Investment Body, with the functions subsumed within the Combined Authority.
3. Note the role of Derbyshire and Nottinghamshire County Councils as Local Transport Authorities in these parts of SCR and the draft letter to each council confirming their invitation to Combined Authority meetings for these matters.

12 TRANSPORT FOR THE NORTH - REPORT ENDORSEMENT AND NEXT STEPS

A report was presented to provide an update on the next steps for Transport for the North (TfN) and to seek endorsement of the 'Transport for the North' report, as published on 20 March 2015 and in the production of which Sheffield City Region (SCR) played a strong supporting role.

Members were advised that the next steps of the work will be significant in terms of resources to work up the prioritised infrastructure plan. SCR will be expected to contribute both in kind, and to pay its share of local costs. Details of this will be brought in a future paper.

Members were informed that endorsement is required for the SCR to continue to lead the Rail work stream on behalf of the TfN partners, and endorsement is also required for the SCR to provide the Accountable Body and Employing Body functions for the small team that will be required to programme manage the TfN work.

RESOLVED, that the Combined Authority:

1. Notes and endorses the Transport for the North report;

2. Support the SCR to continue to play an active role in TfN and in particular to lead the TfN Rail workstream
3. Notes and supports the SCR's role in providing the accountable body function for the funding and employing body on behalf of Northern city regions.

13 HS2 EASTERN ROUTE UPDATE

A report was presented to provide the Combined Authority with an update on recent activity on HS2 EAST - formerly known as the Eastern Network Partnership (ENP).

It was reported that Leaders along the Eastern Route of HS2 have met and agreed to procure Communication support to raise awareness of the benefits of the Eastern leg and articulate the impact of any potential delay or cancellation of the Eastern route as a result of a future Comprehensive Spending Review. Consequently, the Leaders have agreed that this activity will be conducted under the banner of 'HS2 EAST' and that they will continue to meet on a regular basis to steer HS2 EAST activity.

It was reported that the exponents of HS2 are still saying the Eastern and Western legs will be delivered at the same time.

Members were also asked to consider a request for up to £25k of funding to support HS2 EAST.

RESOLVED, that the Combined Authority:

1. Notes that the Leaders along the HS2 Eastern Route have met and agreed to procure Communications support for the Eastern Route of HS2.
2. Supports the proposed HS2 EAST activity.
3. Approves funding of up to £25k to support HS2 EAST activity.

14 MINUTES OF THE SCR CA TRANSPORT COMMITTEE HELD ON 27TH APRIL 2015

RESOLVED, that the minutes of the SCR CA Transport Committee held on 27th April be noted.

15 SYITA PROPERTIES LTD

Members were presented with a report in relation to SYITA Properties Ltd.

RESOLVED, that the recommendations as set out in the report are agreed.

16 RECOMMENDATION FROM THE INFRASTRUCTURE ADVISORY BOARD FOR STAGE 1B SUPERFAST BROADBAND AND DN7 BUSINESS CASE

A report was provided presenting recommendations for Stage 1B Superfast Broadband and DN7 business cases.

RESOLVED, that the Combined Authority:

- 1. Agrees the recommendation on the Stage 1B Superfast Broadband business case to progress to Stage 2 with conditions that need to be met before a draft funding agreement is considered.**
- 2. Agrees the recommendation on the Stage 1B DN7 business case to progress to Stage 2 with conditions that need to be met before a draft funding agreement is considered.**

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

16 FEBRUARY 2015

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

L Noble and A Shirt (South Yorkshire Joint Authorities)

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

A Frosdick, F Foster and D Hanson (BMBC)

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

1 APOLOGIES.

Apologies for absence were noted as above.

2 ANNOUNCEMENTS.

L Noble reminded Members that the Stronger Safer Communities Reserve
Stakeholder events would be held as follows:

Sheffield – Monday 23rd February 2015 - Fire Headquarters, Eyre Street, Sheffield

Doncaster – Thursday 26th February 2015 - Castle Park RFC, Armthorpe Road,
Doncaster

Rotherham – Thursday 5th March 2015 - Carlton Park Hotel, Moorgate Road,
Rotherham

Barnsley – Monday 2nd March 2015 - The Core, Voluntary Action Barnsley, County
Way, Barnsley

All events will run from 10:00 am to 12:00 noon with a networking lunch; further
details had been placed on the Authority's website.

3 URGENT ITEMS.

None.

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

None.

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

None.

6 REPORTS BY MEMBERS.

Councillors Ross and Satur had attended a very enjoyable event at Rivelin Fire Station last week, where a Chief Fire Officers' Commendation was presented to Zoe and Mathew Evans and Paul Bennett for their part in rescuing an elderly gentleman from a fire in the Stocksbridge / Deepcar area.

Councillor Ross reported that in his role as the Authority's Business Continuity Champion he had attended a further meeting with Russ Parramore at the Service to discuss Business Continuity. Councillor Ross confirmed that he was satisfied with the state of readiness of South Yorkshire Fire and Rescue's Business Continuity Plans.

Councillor Buckley reported that he had attended the LGA Leadership Academy Programme last week at Warwick University, which had been a very good course; he recommended other Members to attend in future.

Councillors Richards, Atkin and Satur had attended the recent Middle Managers' Briefing day on 4 February.

7 RECEIPT OF PETITIONS.

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

The Monitoring Officer reported receipt of two questions from Mr N Stafford-Fox:

- 1) **Given that the Fire Authority and the Chief Fire Officer celebrate the fact that they:**
 - A. Value their employees;
 - B. Identify their achievements on being the third highest employer of Female Firefighters across the Metropolitan Fire Services; and
 - C. In line with the recent Government initiatives to encourage Mothers to Breastfeed.

Can the Chief Fire Officer give me his assurance that he or any Policy of SYFR would NOT seek to disadvantage any female employees who choose to breastfeed?

At this point in the meeting Mr Stafford-Fox was invited to address the meeting.

Mr Stafford-Fox wished to congratulate the Chair on being awarded the British Empire Medal. Congratulations were also given to ACO Roberts on becoming a new father.

In response to the question, the Chief Fire Officer gave his assurances that neither he, or South Yorkshire Fire and Rescue Service would seek to disadvantage any female, who chose to breastfeed. It was confirmed that the Service did have a Maternity Policy; part of this covered the issue of breastfeeding. The Policy set out that all female employees, before they returned to work after having a baby, have an interview, which includes a medical with the Service's Occupational Health Unit, where advice is given where they need it regarding breastfeeding. Female employees also see the Service's Medical Officer when they have actually stopped breastfeeding.

It was confirmed that the Policy set out that South Yorkshire Fire and Rescue will take all reasonable steps to ensure that female employees can continue to breastfeed after returning to work. Time will be allowed for female employees to express milk, in a comfortable and private room for that purpose. The Policy does state that for health and safety reasons, it is not possible for the babies themselves to be admitted to Fire Service premises for the purpose of breastfeeding.

Mr Stafford-Fox thanked the Chief Fire Officer for his answer and reassurances that females are treated with due respect. He added that he had some concerns that the policies had not been made available, and that some individuals did not have the return to work interview to establish these facts.

The Chief Fire Officer confirmed that the Maternity Policy was available on the Service's Intranet, and all employees should be able to access this.

The Monitoring Officer introduced Mr Stafford-Fox's second question, which referred to Firefighter Training, making reference to the Operational Plan 2013-2017 (updated September 2014).

2) Could the Chief Fire Officer please elaborate and explain why there are advantages and a need to undertake operational training during the nightshift?

The Chief Fire Officer explained that recognising the health and safety of firefighters was paramount when developing operational maintenance and competence training. Ensuring that firefighters had the opportunity to attend the Training and Development Centre for assessment of this competence and to receive new and refresher training was an essential part of meeting the Fire and Rescue Authority's duties within the Fire and Rescue Service's Act.

It was explained that a small number of firefighters had indicated that they either couldn't or wouldn't agree to attend the Training and Development Centre during day time periods when they were scheduled to work nights, irrespective of any notice period given. The decision had been taken to consider putting in place night time training to ensure that the Fire and Rescue Authority remained legislatively compliant.

Additionally, the Health and Safety Executive had published a document some years ago entitled 'Training for Hazardous Occupations: a Case Study of the Fire Service' which stated that confidence and competency is developed if firefighter training is undertaken under realistic conditions, which may well expose the firefighter to risk. The Health and Safety publication stated that the Health and Safety at Work Act may not be adequately discharged if this element is not appropriately satisfied.

It was reported that the Service currently undertakes water rescue training at night, as well as BA training; it may be deemed necessary to extend this training in the future, hence its inclusion in the Operational Plan.

The Chief Fire Officer also explained that the Service had a responsibility to ensure that they are providing a high quality service to the people of South Yorkshire.

There were significant demands on the Service's time at various periods in the day, highlighting that there was not a significant difference between duty days and duty nights. There was no good reason why the Service should not consider appropriate training which may be undertaken during the night time period.

Mr Stafford-Fox thanked the Chief Fire Officer for his explanations, adding that he supported his words. Additionally, he felt it was appropriate for firefighters to undertake operational training during their nightshift; however, he was astonished that certain individuals had been denied the right to specifically request to carry out training on an evening.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 5 JANUARY 2014

Councillor Fox stated that the Member Briefing Notes which were being received following the integration of staff from the Joint Secretariat to Barnsley MBC were not as in-depth as Members had previously received. He asked if there was a reason for this.

Councillor Ross commented that this issue had also been raised at the recent Scrutiny Board, adding that Members needed briefings which were robust, thorough and provided all the information they need to make informed decisions.

The Monitoring Officer confirmed that Member Briefing Notes were still being prepared by the same Team, in exactly the same way as they had previously. The Monitoring Officer informed Members that he would speak to the Deputy Clerk on this matter.

RESOLVED –

- i) That the Monitoring Officer speaks to the Deputy Clerk regarding Member Briefing Notes.
- ii) That the minutes of the Authority meeting held on 5 January 2014 be agreed and signed by the Chair as a correct record.

10 BUDGET, PRECEPT AND COUNCIL TAX 2015/16

A joint report of the Treasurer and Chief Fire Officer and Chief Executive was submitted informing the Authority that it must set its Precept and Council Tax for 2015/16 by 28 February 2015. The first draft 2015/16 Revenue Budget and Capital Programme was considered by Members at the 5th January 2015 meeting and had been updated and presented at Appendix A.

Council Tax options were presented and the impact was considered by the Authority. Members considered whether to accept the Government's offer of grant funding, for a two year period, and accordingly freeze Council Tax for 2015/16.

RESOLVED – That Members:-

- i) Approved the Authority's 2015/16 Revenue Budget of £49,627,421 set out at Appendix A.
- ii) Approved the 2015/16 Capital Programme as set out in Appendix B.
- iii) Approved the Treasury Management and Investment Strategy at Appendix C including:-
 - a. Affordable Borrowing Limits and Prudential Indicators.
 - b. The Minimum Revenue Provision Statement.
- iv) Agreed to increase Council Tax by 1.97% for 2015/16, rejected the alternative of a Government grant to freeze Council Tax and approved the following in accordance with the Local Government Finance Act 1992, Sections 40 and 49:
 - A Council Tax Requirement of £21,998,059
 - A Basic Amount of Council Tax of £66.32

- The following amounts in respect of categories of dwellings listed in different valuation bands:

Valuation Bands	Rounded
Band A	44.21
Band B	51.58
Band C	58.95
Band D	66.32
Band E	81.06
Band F	95.80
Band G	110.53
Band H	132.64

- The precepts payable by each Billing Authority:

Barnsley	3,996,294
Doncaster	5,022,347

Rotherham	4,342,469
Sheffield	8,636,949
Total	21,998,059

- v) Councillors Andrews, Atkin, Buckley, Cave, Fox, Richards and Satur voted in favour of the above resolution iv); and asked that their votes be recorded.
- vi) Councillors Ross and Ransome voted against resolution iv) and asked that their votes be recorded.

11 PAY POLICY STATEMENT

A report of the Clerk was submitted which provided the revised Pay Policy Statement for the Authority for 2015/16, as required under the Localism Act 2011.

Members noted that for the third consecutive year, the pay multiples between the Chief Fire Officer and the lowest paid non-operational employee had reduced.

RESOLVED – That Members approved the Pay Policy Statement.

12 THE FIREFIGHTERS' PENSION SCHEME 2015 - PROPOSALS FOR NEW GOVERNANCE ARRANGEMENTS

A report of the Deputy Clerk was presented which set out the proposed governance arrangements for the establishment of a Local Pension Board as required by the Public Services Pensions Act 2013 and Firefighters' Pension Scheme 2015.

RESOLVED – That Members:-

- i) Approved the proposals set out at Appendix A – Draft Constitution and Terms of Reference.
- ii) Request that officer's progress the establishment of the Local Pension Board, including appointments, as outlined in the report and Draft Constitution.

13 DISSOLUTION OF THE LOCAL GOVERNMENT YORKSHIRE AND HUMBER (LGYH) AND APPOINTMENT TO Y&H EMPLOYERS' ORGANISATION

A report of the Clerk to the Fire and Rescue Authority was submitted to inform Members of a decision of the LGYH Council held on 15th January 2015 to dissolve the Local Government Yorkshire and Humber (LGYH) with effect from 31st March 2015.

Members noted that the Yorkshire and Humberside Employers' Organisation would continue in its current form and be administered by Wakefield Council.

Councillor Richards asked if the Authority would be required to make any financial contributions to the Yorkshire and Humberside Employers' Organisation. L Noble agreed to investigate and report back to the Authority accordingly.

Members agreed that Councillors Andrews and Atkin be appointed to this body which would be ratified at the Annual Meeting on 29th June 2015.

RESOLVED – That Members:-

- i) Noted the dissolution of the Local Government Yorkshire and Humber (LGYH) with effect from 31st March 2015.
- ii) Request L Noble to contact the Yorkshire and Humberside Employers Organisation to identify if there will be any financial contributions required by the Authority.
- iii) Appoint Councillors Andrews and Atkin to represent the Authority on the Yorkshire and Humberside Employers' Organisation with effect from 1st April 2015.

14 LOCAL GOVERNMENT ASSOCIATION SUBSCRIPTION 2015/16

A report of the Deputy Clerk was submitted for Members to consider the continued membership of the Local Government Association (LGA) for 2015/16.

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 2015, and;
- ii) Agreed to take up the offer of the discounted subscription for 2015/16, of £10,388 plus VAT.

15 DECEMBER 2014 PROJECTED OUTTURN REPORT

A report of the Chief Fire Officer and Chief Executive was submitted to inform Members of the projected revenue and capital spend for the 2014/15 financial year based on actual and committed expenditure to December 2014 and a projection of spend in the remaining quarter of the year.

Members noted that the projected underspend of £1.4m reported to the Authority in November 2014, was now projected to increase to £2.915m, as a consequence of slippage of allocated funds for new fire appliances. The main reasons for the variances were explained within the report.

RESOLVED – That the report be noted.

16 CORPORATE PERFORMANCE REPORT - QUARTER THREE - 2014/15

A report of the Chief Fire Officer and Chief Executive and Clerk was submitted which provided Members with details of corporate performance for quarter three of 2014/15.

Councillor Buckley commented that the Scrutiny Board had examined the performance report in detail, and thanked the Service for the comprehensive report. The Scrutiny Board had requested further information on a number of items within the report which would be reported at future Scrutiny Board meetings.

Councillor Richards referred to future targeting, and the ongoing work with vulnerable households, asking the Service to look at high risk areas within the private rented housing sector, in particular landlords who let flats in urban areas.

ACO Roberts confirmed that the Service had recognised that vulnerable people could also reside in private rented housing, and that they could well be the people who would be missed. It was reported that the Service would continue to work with private landlords, wherever possible, to raise people's awareness of fire safety.

Councillor Richards asked if there was a particular reason why Arson incidents had reduced during quarter 3.

ACO Roberts explained that this was due to a combination of factors, mainly through the Service's efforts and changes in society.

Councillor Fox asked if there would be a future update report presented to the Authority on the implementation of Close Proximity Crewing (CPC).

The Chief Fire Officer confirmed that it was the Service's intention to bring a six month progress update report on the introduction of CPC to the April Authority meeting.

RESOLVED - That Members:-

- i) Noted the contents of the report; and
- ii) Scrutinised and commented on the information presented in the report.
- iii) Agreed to receive an interim report on the introduction of CPC at the April meeting of the Authority.

17 METROPOLITAN FIRE AND RESCUE SERVICES BENCHMARKING REPORT - 2013/2014

A report of the Chief Fire Officer and Chief Executive was submitted which provided an Annual Benchmarking Report that compared SYFR to its' peers.

Members noted that, in five out of the ten benchmarked measurers, SYFR were ranked the lowest (i.e. the best performer). The measurers were:

- **Accidental Dwelling Fires per 10,000 dwellings**
- **Number of deaths arising from accidental fires in dwellings per 100,000 population**
- **Number of calls to malicious false alarms per 1,000 population – attended**
- **Number of calls to malicious false alarms per 1,000 population – not attended**
- **Number of RTCs attended per 100,000 population**

Members' congratulated the Service on the results and requested that their thanks be passed onto all staff for the excellent figures.

RESOLVED –

- That Members noted the contents of the report.**
- That the Service be congratulated on the results and that thanks be passed onto all staff for the excellent figures.**

18 CONTROL COLLABORATION PROJECT (CCP) UPDATE

A report of the Chief Fire Officer and Chief Executive and Clerk was submitted to provide the Authority with a quarterly update on the progress of the joint Control Collaboration Project which was being undertaken in conjunction with West Yorkshire Fire and Rescue (WYFR).

Members noted that to date, the system had taken over 14,000 calls and mobilised to over 7,000 incidents and, on the whole, it was meeting the Service's requirements.

One area of concern for the Service had been identified regarding the level of post delivery service arrangements; this was now being addressed and monitored closely.

RESOLVED – That Members noted the progress of the project to date.

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ANNUAL MEETING

29 JUNE 2015

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Buckley, A Cave, G Furniss, P Haith,
C Ransome, C Ross, S M Richards and J Satur

D Cutting, M McCarthy, L Noble and M McCoolle (South
Yorkshire Joint Authorities)

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

F Foster and D Hanson (BMBC)

Apologies for absence were received from Councillor
E Hughes, Councillor R Munn, R Bywater, ACO M Blunden,
A Frodick, J Bell, I Rooth and G Kirk

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

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

3 CHAIR'S REMARKS

Councillor Andrews welcomed the new Members onto the Authority, and he gave thanks to the former Members for all of their dedication and hard work whilst on the Authority.

4 MEMBERSHIP OF THE FIRE AND RESCUE AUTHORITY

A report of the Clerk to the Fire and Rescue Authority was submitted to inform Members of the membership of the Authority as notified by the District Councils:-

Barnsley	Councillors J Andrews and A Cave
Doncaster	Councillors E Hughes, P Haith and C Ransome
Rotherham	Councillors A Atkin and A Buckley
Sheffield	Councillors G Furniss, R Munn, S M Richards, C Ross and J Satur

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

5 AUTHORITY GOVERNANCE ARRANGEMENTS

A report of the Clerk to the Fire and Rescue Authority was submitted 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).

Councillor Andrews requested that a report setting out the benefits of the Workforce and Organisational Development Board as compared to the Joint Liaison Forum (JLF) be presented to the Authority Meeting on 27 July.

RESOLVED – That Members:-

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

Committee/ Working Party	Terms Of Reference	Members
Audit Committee	The agreed terms of reference are set out at Appendix A . Please note that all members of the Authority (except the Chair and Vice-Chair) are members of the Audit Committee. The Authority is requested to appoint Councillors Furniss, Munn, Hughes and Haith to serve on the Audit Committee.	S M Richards (Chair), C Ross, A Buckley, J Satur, and C Ransome 3 Independent Members:- Mrs A Bingham Mrs C Marshall Mr C Wane
Appointments Committee	The agreed terms of reference are set out at Appendix B . Please note that members do not usually serve on both the Appointments and the Appeals Committee.	J Andrews, A Atkin, J Satur, C Ransome, E Hughes and S M Richards
Appeals and Standards Committee	The agreed terms of reference are set out at Appendix C .	C Ross, A Cave, A Buckley, P Haith, R Munn and G Furniss
Principal	The agreed terms of reference are set out at Appendix D .	C Ransome A Atkin (sub)

Officers Review Committee A		S Richards G Furniss (sub) R Munn J Andrews (sub)
--------------------------------------------	--	---------------------------------------------------------------------------

Principal Officers Review Committee B	The agreed terms of reference are set out at Appendix D .	A Atkin C Ross (sub) E Hughes A Buckley (sub) A Cave R Munn (sub)
Principal Officers Review Committee C	The agreed terms of reference are set out at Appendix D .	C Ross A Atkin (sub) A Buckley J Andrews (sub) J Satur G Furniss (sub)
Workforce and Organisational Development Board	The future of the Workforce and Organisational Development Board was currently under review, and would be considered at the Fire Authority Meeting on 27 July 2015.	
Policy Development Group	The agreed terms of reference are set out at Appendix F .	J Andrews, A Atkin, S M Richards P Haith
Scrutiny Board	The agreed terms of reference are set out at Appendix G . 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, C Ransome and E Hughes
Collaboration & 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 are set out at Appendix I .	A Cave, A Buckley, S Richards and E Hughes

Stakeholder Engagement Board	The agreed terms of reference are set out at Appendix H .	All FRA Members J Satur (Chair)
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- ii) Approved the terms of reference of the Committees as set out in Appendix A to H.
- iii) Appointed Members to Committees where vacancies exist, noting the split between Scrutiny Board and Workforce and Organisational Development Board.
- iv) Appointed Councillors Furniss, Munn, Hughes and Haith to serve on the Audit Committee.
- v) Appointed the Chair and Vice-Chair (if required) of each Committee and Board (other than the Appeals and Standards Committee).
- vi) Noted that the Workforce and Organisational Development Board was currently under review, and that a report setting out the work of the Board would be presented to the Authority Meeting on 27 July 2015.

6 FUTURE MEETING DATES 2015/16

A report of the Clerk to the Fire and Rescue Authority was submitted to set out a schedule of meeting dates for the Authority in 2015/16.

RESOLVED – That Members:-

- i) Agreed the current governance framework of 8 meetings per year for both FRA and Policy Development Group, 6 meetings of Audit Committee underpinned by the Appeals and Standards Committee, Appointments Committee and the three Boards (Stakeholder Engagement, Workforce and Organisational Development and Scrutiny).
- ii) Approved the suggested schedule of meeting dates for 2015/16 set out below:-

Fire and Rescue Authority	Audit Committee	Workforce & Organisational Development Board	Scrutiny Board	Stakeholder Engagement Board
29 June 2015* (Annual & Ordinary)			18 June 2015*	17 June 2015*
27 July 2015*	27 July 2015*	July 2015**		
21 September***	21 September 2015*	September 2015**		16 September 2015*
19 October 2015*				
30 November	30 November	November 2015**	26 November	

2015*	2015*		2015	
				9 December 2015*
4 January 2016	4 January 2016	January 2016**		
15 February 2016			February 2016**	
	21 March 2016	March 2016**		March 2016**
11 April 2016				
	16 May 2016			
27 June 2016 (Annual & Ordinary)			June 2016**	June 2016**
25 July 2016	25 July 2016	July 2016**		
19 September 2016	19 September 2016	September 2016**		September 2016**
17 October 2016				
28 November 2016	28 November 2016	November 2016**	November 2016**	
				December 2016**

* Meeting dates already arranged.

**Meeting dates to be arranged.

***Proposed change from dates already agreed at the request of SYFR.

7 ARRANGEMENTS UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT 1985

A report of the Clerk to the Fire and Rescue Authority was submitted to request that the Authority considered 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	Cllr J Andrews	Cllr A Cave
Doncaster	Cllr P Haith	Cllr E Hughes
Rotherham	Cllr A Atkin	Cllr A Buckley
Sheffield	Cllr S Richards	Cllr J Satur

8 OUTSIDE BODIES

A report of the Clerk to the Fire and Rescue Authority was submitted in order for the Authority to 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 Members 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 2015/16, 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)	Councillors Andrews and Atkin
Yorkshire Purchasing Organisation (YPO)	Councillor A Atkin
Community Safety Partnerships	Section 41 Members
Rotherham Partnership Governance Board	Councillor Atkin (Sub Councillor Buckley)

CHAIR

SOUTH YORKSHIRE FIRE AND RESCUE AUTHORITY

ORDINARY MEETING

29 JUNE 2015

PRESENT: Councillor J Andrews (Chair)
Councillor A Atkin (Vice-Chair)
Councillors: A Buckley, A Cave, G Furniss, P Haith,
C Ransome, C Ross, S M Richards and J Satur

D Cutting, M McCarthy, L Noble and M McCoole (South
Yorkshire Joint Authorities)

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

F Foster and D Hanson (BMBC)

Apologies for absence were received from Councillor
E Hughes, Councillor R Munn, R Bywater, ACO M Blunden,
A Frostdick, J Bell, I Rooth and G Kirk

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 22 entitled ‘Occupational Health Provision’ 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

Councillor Cave declared a non-pecuniary interest, stating that her husband was the Education Director for the Fire Brigades’ Union (FBU).

6 REPORTS BY MEMBERS

Councillor Atkin referred to a recent meeting of the Fire Commission on 26 June 2015 in London; Neil O’Connor, Director of Fire and Resilience, had attended in place of the new Fire Minister Mark Francois, who hoped to attend a future

meeting. Neil O'Connor had made reference to fire services coming under the Police and Crime Commissioners, and he had reiterated the Conservative Manifesto which stated that they would enable police and fire services to work more closely together and to develop the role of police commissioners; a unanimous consensus across all parties had indicated that people were not happy with this suggestion. It was noted that there would be no top down mergers of fire authorities. The Fire Commission appreciated the amount of collaboration being undertaken and a survey would be circulated for each fire authority to provide individual information. Members noted that there had been no indication for the release of the Thomas Report, an independent review into firefighter terms and conditions.

Councillor Richards referred to recent visits at Aston Park and Lowedges Fire Stations. One of the stations had shown a positive response to CPC, in comparison to the other. She had also visited Tankersley Fire Station, where she had found a talk about the equipment and work undertaken to be interesting. Councillor Richards gave thanks to Elm Lane Fire Station for attending the Firth Park Summer Festival on 28 June, where they had given a chip pan fire demonstration.

7 RECEIPT OF PETITIONS

None.

8 TO RECEIVE ANY QUESTIONS OR COMMUNICATIONS FROM THE PUBLIC

None.

9 MINUTES OF THE AUTHORITY MEETING HELD ON 16 FEBRUARY 2015

RESOLVED – That the minutes of the Authority meeting held on 16 February 2015 be agreed and signed by the Chair as a correct record.

10 LEAD MEMBERS: ANNUAL REVIEW AND FORWARD LOOK

A report of the Clerk to the Fire and Rescue Authority was submitted to examine the existing Lead Member roles and to make recommendations for those to continue.

L Noble corrected an error on the report; Councillor Richards was the Sheffield Section 41 Member, and Councillor J Satur was the Chair of the Stakeholder Engagement Board.

Lead Member roles had commenced in September 2007, and had worked extremely well in supporting the Authority in key areas of work.

RESOLVED – That the Authority:-

- i) Considered the existing Lead Member roles as detailed at paragraph 2 of the report.

- ii) Nominated Councillor Cave to serve as Lead Member for Equality and Inclusion.
- iii) Noted the revised Lead Member role profile at Appendix A to the report.

11 WEBCASTING

A report of the Deputy Clerk was submitted to seek Members approval for renewing the contract to webcast meetings of the Authority and to inform Members regarding some planned changes to how the contract was managed.

The current webcasting contract was shared with the Authority, Pensions Authority, Transport Committee of the Sheffield City Region Combined Authority, and the Office of the Police and Crime Commissioner (OPCC). Further clarity was sought from the OPCC and the Sheffield City Region Combined Authority, to establish whether they wished to continue with the webcasting contract.

M McCarthy commented that he would like to investigate other potential clients who could contribute towards the cost of the overall contract.

Following the integration of the Joint Secretariat's functions with Barnsley MBC, there was an opportunity to include the facilities at Regent Street with those at Barnsley Town Hall in one single contract. The renewal dates for the separate contracts were aligned via the short term extension, which provided a basis for exploring further financial and joint contracting options. There had been a total of 8,691 live and archived viewings of Authority meetings over the last 12 months.

RESOLVED – That Members:-

- i) Approved a short term extension to the webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7 August 2015), (at a cost of c£540), to enable consideration of joint contracting and cost saving options.
- ii) Agreed that a further report would be presented to the Authority Meeting on 21 September 2015, to give consideration to extend the contract for a further year, beyond 7 August 2015.
- iii) Noted the commencement of a study to consider the longer term aspirations for webcasting and online communications for the webcasting partners and South Yorkshire districts.

12 CLOSE PROXIMITY CREWING (CPC) 6 MONTHLY REVIEW

A report of the Chief Fire Officer and Chief Executive was submitted which provided a 6 monthly update to Members on the progress of the Close Proximity Crewing (CPC) shift system. The Service had commenced with CPC on 21 October 2014 at Aston Park and Lowedges Fire Stations, which had resulted in subsequent financial saving as a result of a reduction in staffing from 28 whole time posts to 14 whole time posts; the transfer to CPC was on a voluntary basis.

Councillor Richards raised the following points:-

- i) The reason why there had been an increase in overall fire calls?
- ii) The firefighters at Tankersley Fire Station were uncertain when it would become a CPC station.
- iii) In relation to the online questionnaire for Aston Park CPC staff, she queried whether there should also be a questionnaire for the staff at Lowedges Fire Station, and also at all of the other fire stations?
- iv) She requested that the Scrutiny Board continued to receive updates on CPC prior to being presented to the Authority.
- v) Whether the day crewing trial, which was being undertaken in Barnsley, would be extended elsewhere; whether a progress report would be presented to the Authority, and whether this was more likely to suit single parent firefighters, or those firefighters who had a greater responsibility and required more certainty around shift patterns?

DCFO Roberts commented that whilst there had been some fluctuation in the number of fire calls, generally the numbers had not increased. Members noted that CPC was due to go live at Tankersley Fire Station on 17 November 2015; both Aston Park and Lowedges Fire Stations had been part of the online questionnaire. DCFO Roberts added that it was at the prerogative of Members to determine how long CPC was scrutinised; the trial for day crewing had commenced on the second pump at Barnsley Fire Station on 18 May 2015. As part of the Integrated Risk Management Plan (IRMP) for 2013-17, the Authority had approved up to 5 CPC stations; at all of the two pump stations, the second pump at those stations would move onto day crewing, to be managed on the age and retirement profiles of the organisation; a report would be presented to a future Authority meeting in relation to day crewing. In relation to night time arrangements, as part of the IRMP, this would be day staffed effectively following the same day duty times as a normal 2-2-4 station. There would be night time resilience for the provision of the second pump. There was a collective agreement with the FBU in relation to running the trial at Barnsley Fire Station; unfortunately the policy put in place was that it be accepted at the Brigade Committee, but due to the FBU having introduced new rules in relation to the new duty systems, this had been taken to a regional committee who had stated that the FBU accepted day crewing. The FBU then had to go back out to firefighters in relation to night time resilience arrangements. There had been enough interest from firefighters to run the night time resilience arrangements, which the Service was now in the process of commencing.

Councillor Buckley said that CPC was still in its infancy, with two stations having joined the system. He reassured Members, in his capacity of Chair of the Scrutiny Board, that the review would continue to be a standing item on the Board until Members felt this had run its course and it was complete. He hoped that a number of questions would be answered within the review.

Councillor Satur requested that the results of the CPC questionnaires be collated and presented to the Scrutiny Board.

Councillor Ross requested an explanation of the contrast between Low Edges and Aston Park.

DCFO Roberts commented that there had been a significant delay in going live with CPC due to staffing numbers, which had led to the Barnsley 2 and Rotherham 2

pumps being taken off of the run. As a result of the Rotherham 2 pump having been off of the run for a period of time, Aston Park had been used as part of a pre-determined attendance at incidents.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Agreed that the Scrutiny Board continue to receive updates on CPC.
- iii) Noted that the results of the CPC questionnaire be collated and submitted to Scrutiny Board.

13 OUTTURN REPORT 2014/15

A report of the Chief Fire Officer and Chief Executive & Clerk and Treasurer was submitted to inform Members of the final outturn position for the 2014/15 financial year, and it also sought to explain the key revenue variances that occurred during the whole of the financial year together with a more detailed analysis of the variances in the final quarter of the year.

Members noted a predicted underspend position of £2.915m, which as explained in the last monitoring report presented to the February 2015 Authority Meeting, had reduced to £2.896m, a small reduction of £19,000.

RESOLVED – That Members noted and approved the report.

14 STRATEGIC AND OPERATIONAL PLANS - UPDATE REPORT

A report of the Deputy Chief Fire Officer was presented to update Members on the progress of the Authority's 2013-17 Strategic and Operational Plans.

Members noted that the new Strategic and Operational Plans for 2013-17 had been adopted by the Authority in November 2013; there were no significant changes to the IRMP. Fire and Rescue Authorities were required to have arrangements in place to keep their IRMP under review, and to ensure it covered a minimum 3 year period.

Since the last progress report to the Authority in June 2014, many of the Authority's decisions had been successfully implemented, which were essential to reducing the Service's operating budget, and to adapt to future challenges:-

- Close Proximity Crewing had been introduced at Lowedges and Aston Park Fire Stations in October 2014, and this was working successfully.
- Day crewing had been introduced in May 2015 at Barnsley Fire Station.
- The Transformation Funding bid for £560,000 had been successful, to relocate staff at Maltby to share facilities on the existing Police Station site.
- The Service supported Yorkshire Ambulance Service (YAS), in gaining entry into properties for medical emergency purposes, which added to the public value provided by the Authority.
- The Support Services Review had been agreed, with a significant portion having been implemented, and would save approximately £600,000 per year in support staff costs.

- The establishment of an ongoing review of procurement, which had saved over £250,000 in 2014/15 from support service non-pay budgets.
- The two new fire stations at Sheffield Parkway and Birley Moor, which had been a legacy from the previous IRMP, were expected to be completed on 30 June, the equipment would be transferred to the stations between 30 June to 14 July, and it was intended that the stations would be operational from 17 July 2015.

RESOLVED – That Members noted the report and the significant progress made in implementing the IRMP during the past year.

15 ANNUAL CORPORATE PERFORMANCE REPORT FOR 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted to provide Members with the Annual Corporate Performance Report for 2014/15, and set out the final 2014/15 outturn positions for South Yorkshire Fire and Rescue's suite of Local Performance Indicators.

DCFO Roberts commented that the report had been presented to the Scrutiny Board on 18 June 2015; the Board took a more themed approach to scrutiny, looking holistically at an area of service or a function. The following exception reports had been included for the performance indicators:-

LPI 1.2 – Accidental Dwelling Fires

LPI 1.4 – Fire Deaths and Injuries

LPI 1.3 – Fires in Non-Domestic Premises

LPI 1.7 – Arson Incidents

LPI 1.6 – Special Service Incidents attended involving people (Excluding RTCs)

Councillor Buckley commented that the Scrutiny Board, following scrutinization, had been more than satisfied with the report.

RESOLVED – That Members:-

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

16 FRA BUSINESS PLAN - PERFORMANCE MEASURES: JANUARY 2015 - JUNE 2015

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with the fifth update on the progress against the agreed FRA Business Plan Performance Measures for January 2015 – June 2015, and to invite comments on the content and reporting format.

Members noted that at the 25 June 2012 Authority Meeting, the FRA Business Plan and performance measures had been approved, with the resolution to receive updates twice yearly on those performance measures; the first update had been reported to the Authority on 17 December 2012. It was noted that many of the

performance measures were qualitative, rather than quantitative, and could be open to a degree of subjectivity.

RESOLVED – That Members noted the six-monthly update.

17 ANNUAL REVIEW OF RISK MANAGEMENT 2014/15

A report of the Chief Fire Officer & Chief Executive/Clerk to the Fire and Rescue Authority was submitted which set out the Fire Authority and Service's arrangements for managing risk in accordance with the Authority's Corporate Risk Management Policy, which stated 'An annual report would be made to the full Fire Authority detailing progress made in addressing all Corporate Risks for the past year', together with details of the Governance arrangements around Corporate Risk Management and risk management developments during the year.

RESOLVED – That Members:-

- i) Noted the contents of the report.
- ii) Considered the appropriateness of the arrangements.

18 ANNUAL SCRUTINY REVIEW AND UPDATE

A report of the Clerk to the Fire and Rescue Authority was submitted to provide Members with a summary of key scrutiny activity undertaken in the past year (June 2014 – June 2015). The Scrutiny Board had been established in 2008 and had a specific remit and protocol which was reviewed annually, or as and when deemed necessary.

RESOLVED – That Members:-

- i) Noted the scrutiny activity from June 2014 to the present.
- ii) Continued to support themed scrutiny reviews, as appropriate, around the Change Management Programme.
- iii) Agreed to support 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.

19 MEMBER LEARNING AND DEVELOPMENT - REVIEW 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 2014/15, a forward look to learning and development in 2015/16 and wider regional and sub-regional developments.

Members noted that the South Yorkshire Member Development Officer Network met regularly in order to network, jointly develop, procure and deliver sub-regional

learning and development. A saving of almost £300 per authority had been achieved during 2014/15 following the joint commissioning of a 'gold standard' trainer to deliver Questioning and Listening Skills in Rotherham, Sheffield and Barnsley.

The Authority's Charter status would expire during the year, and as agreed by Members in 2014, reassessment would be undertaken during the autumn. The Authority was the only authority with Charter status in Yorkshire and Humberside. It was hoped that the Authority would be assessed at Charter Plus status, and if successful, the Authority would be the first in the UK to achieve this status.

Following today's AGM, L Noble would contact Members, in particular the new Members to the Authority, to arrange development discussions, discuss new Member roles and to provide information on the 2015/16 Learning Development offer.

Councillor Cave was available to support Members in her capacity as Lead Member for Learning and Development.

Councillor Cave gave thanks to L Noble for a comprehensive report, and she thanked Members for their participation in the development work. Members were requested to contact either L Noble or herself, if any gaps in the development work were identified.

L Noble commented that a further Fire Leadership Essentials Programme would be held in October 2015, and a provisional place would be available for the Authority.

RESOLVED – That Members:-

- i) Noted the skills, learning and development acquired in 2014/15.
- ii) Agreed to a process of Development Discussions in July 2015 for all new and existing Members which would inform an appropriate and targeted Learning and Development schedule for 2015/16.
- iii) Noted the regional and sub-regional developments.
- iv) Noted the progress towards achieving Charter or Charter Plus Status in Autumn 2015.

20 KEY ISSUES FROM THE WORKFORCE AND ORGANISATIONAL DEVELOPMENT (WOD) BOARD HELD ON 15 APRIL 2015

Members were provided with a summary of the key issues discussed at the Workforce and Organisational Development Board (WOD) held on 15 April 2015.

RESOLVED – That Members noted the contents of the report.

21 KEY ISSUES FROM THE SCRUTINY BOARD HELD ON 18 JUNE 2015

Members were provided with a summary of the key issues discussed at the Scrutiny Board held on 18 June 2015.

RESOLVED – That Members noted the contents of the report.

22 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

23 OCCUPATIONAL HEALTH PROVISION

A report of the Chief Fire Officer & Chief Executive and Clerk was submitted which presented options for the future delivery of Occupational Health services within Humberside Fire and Rescue Service and South Yorkshire Fire and Rescue.

RESOLVED – That Members approved the commencement of a 12 week consultation period for the three options set out within the report and appendices.

CHAIR

S41 MEMBER BRIEFING NOTE



MARCH 2015

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



Events give low down on second round of fire service fund

Community and voluntary groups and other stakeholders have been finding out more about the second round of a SY Fire & Rescue funding scheme at one of four events being held across South Yorkshire.

Delegates at the events heard from Fire Service Officers about what the Service is doing to prevent and protect people from the risk of Fire, and what they can do to help us to target those who are most at risk, to make community safety work joined-up and respond to local needs.

The events also showcased some of the successful Round 1 projects to highlight the diversity of the partnership work that the Fund is supporting.

In Round 2 of the Fund, groups will be able to bid for as little as £5,000 or as much as £150,000 to support projects which reduce injuries, save lives and make South Yorkshire safer. Key objectives for the fund include prioritising the most vulnerable, collaboration and data sharing.

South Yorkshire Fire & Rescue wants dozens of registered charities, community organisations and partner agencies to come forward and apply for grants from the fund, which has been set aside from its governing Fire Authority's reserves.

During the first round of funding last year, a total of £500,000 was awarded to 19 different bidding organisations.

Round 2 of the Stronger, Safer Communities Reserve will open on 7 April, and close on 1 May 2015.

More information is available from Rhona Bywater at: rbywater@syjs.gov.uk

Fire Authority Finance In 2015 / 2016

South Yorkshire Fire and Rescue will be able to recruit up to 16 new firefighters, following the budget-setting meeting of its governing Authority today.

Members decided to increase the Fire share of Council Tax by around 3p per week, raising an additional £424,000 per year. The Fire Service has said it will put the money towards the first recruitment of full time firefighters since 2009.

The Authority decided to raise its share of Band D Council Tax in South Yorkshire by £1.28 per year, to £66.32. It rejected the alternative of a Government grant to freeze Council Tax, which would have brought in around £163,000 less.

Cllr Jim Andrews, Chair of the Authority, said: *"We are absolutely committed to protecting frontline firefighting, which we know is so strongly valued by the people of South Yorkshire. Whilst the decision to propose increasing our part of the council tax was not taken lightly, this small increase will help us to bring new firefighters into the service for the first time in several years and they will be an important resource for a long time to come."*

Chief Fire Officer James Courtney said: *"I thank the Authority for maximising the resources available to me and will put this additional funding straight into frontline firefighting. We hope people will realise that this decision will help to safeguard the strength of our fire service for the future, ensuring the outstanding skills and experience of our current workforce can be passed on to a new generation of firefighters."*

General Election Manifesto

South Yorkshire Fire & Rescue (SYFR) has produced a 2015 General Election Manifesto, outlining the policies it is calling on the next Government to adopt, to enable the best possible delivery of fire and rescue services to the county.

The Manifesto calls for locally-agreed shared services or merger arrangements, not compulsory regionalisation or the creation of a single national fire service. It also calls for a review of the fire funding formula for Government grants, which South Yorkshire believes funds our Authority unfairly compared to others around the country.

SYFR also calls for the national pensions dispute with the Fire Brigades Union to be resolved as soon as possible, and for recognition that the Fire Service can expand its role to reduce demands on the over-stretched NHS.

All elected Members in South Yorkshire will receive a copy of the Manifesto in the post over the next few days.

Sheffield Fire fatality

A man sadly died after a fire at his home on Manor Park Road, Sheffield, on Tuesday 17 February, despite the best efforts of fire crews. Early indications from the fire investigation suggest that the cause was accidental. The Service will liaise with South Yorkshire Police and the Coroner to produce a full investigation report in due course.

Fire station crewing

In line with the Authority's 2013-17 Operational Plan, which was consulted upon and approved in 2013, some of the less busy South Yorkshire fire stations are adopting a new staffing arrangement. This provides exactly the same service to the public but with half the number of staff. Savings to the taxpayer are around £400,000 per station, per year. The first two "Close Proximity Crewing" stations went live in October 2014 at Lowedges (in Sheffield) and Aston Park (in Rotherham). The third station to switch will be Edlington in Doncaster (in July 2015) and Tankersley in Barnsley (in November 2015). A Member Briefing with further information on this change is available upon request.

S41 MEMBER BRIEFING NOTE



APRIL 2015

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

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

**STRONGER
SAFER
COMMUNITIES
RESERVE**



Round 2

Gearing up to launch Round 2 of the community grant fund, SY Fire & Rescue held stakeholder events in Barnsley, Doncaster, Rotherham and Sheffield in February & March. Designed as 'meet the funders', the events provided information about the aims and objectives, SYFRS prevention and protection priorities, the application and assessment process and equality and inclusion considerations for potential applicants.

The events were also a great opportunity to showcase some of the successful first round bids to highlight how the Fund has delivered innovation to help the Fire Service reach some of the most vulnerable people in our communities, build resilience and keep them safe from emergencies.

Round 2 of the Fund is looking for more projects that add value to existing partnership work and increase collaboration around shared issues such as wellbeing, troubled families, education, diversion and prevention. Approximately 200 partners from the third sector, public and private organisations attended the events with positive feedback

from attendees who found the events informative and inspirational.

Round 2 of the SSCR opens on 7 April and closes on 1 May.

Information and application forms will be available online at:

www.syfire.gov.uk

www.southyorks.gov.uk

Minister's Announcement Follows South Yorkshire Campaign

South Yorkshire fire officers have welcomed the announcement that the government plans to introduce vital life-saving legislation on smoke alarms in rented properties ahead of the General Election.

South Yorkshire Fire & Rescue called 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 at a rented property on Don Street, Conisbrough, Doncaster in October 2013. Fire investigators found no evidence of working smoke alarms inside the property, an inquest heard last year.

Campaigning on this issue, which will also require privately rented homes to be fitted with carbon monoxide detectors, has been led nationally by the Chief Fire Officers Association (CFOA).

Fire Minister Penny Mordaunt MP, speaking at the Local Government Association conference in Gateshead, said: *"Fire and rescue authorities will be very pleased that tenants in the private sector are to be given the protection from fire that they need. We will be working with them, and with the Chief Fire Officers Association, to make the transition for landlords as smooth as possible."*

South Yorkshire Fire & Rescue Area Manager Phil Shillito, said: *"The lack of legislation requiring smoke alarms to be fitted in privately rented properties was highlighted at Libby's inquest. Although we will never know for sure if smoke alarms would have made a difference at that incident, fire services nationally have been campaigning on this critical issue for some time, so it's excellent that all that hard work has paid off."*

Preparations for the new powers requiring landlords to fit detectors in private rented homes have been completed, so the legislation will now be laid before parliament before the end of this parliamentary session. The government's own impact assessment suggested that over 200 lives could be saved nationally over the next 10 years by the introduction of this legislation. The draft new laws would be enacted by the Government as part of the Energy Act, which was given Royal Assent in December 2013.

Fire Service Sprinklers Plea

The fire service said sprinkler systems are key to preventing businesses going bust after a major fire, during a national awareness week in March.

South Yorkshire Fire & Rescue has tackled more than 500 fires in non-domestic properties over the last three years. The most serious of these incidents can take fire engines several hours to tackle, as well as potentially putting the company involved out of business.

But fire safety officers say sprinklers are the most effective way to ensure that fires are suppressed or even extinguished before the fire service can arrive.

Sprinklers 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 commercial premises greater than 20,000m² must have sprinkler systems installed. The fire service, through the Chief Fire Officers Association, is currently campaigning for this threshold to be lowered.

Technical fire safety manager Amy Jenkinson, said: "A sprinkler system can quickly suppress a fire before it gets out of control. When you consider the huge costs associated with a commercial premise fire such as rebuilding, relocation, loss of equipment, stock and trading, it seems like an obvious move to install a sprinkler system, but many businesses still don't."

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.

It is also working with Sheffield City Council on a scheme to fit domestic sprinkler systems in hundreds of social housing properties across the city.

Chief's Commendation For Rescue Heroes

Members of the public who helped rescue a man from a serious flat fire have been awarded the fire service's highest honour.

When a fire broke out at a flat on Carr Road, Deepcar, Sheffield on 22 December 2013, two members of the public Zoe Evans and Mathew Evans were driving past and noticed blackened windows and smoke issuing from the flat. The pair went to investigate and discovered the flat on fire with a man trapped inside and unable to find his keys to unlock the door.

Zoe quickly called 999 and alerted her stepfather Paul Bennett, who arrived moments later. Paul and Mathew were able to kick the door down and lead the man to safety before extinguishing the blaze with buckets of water.

Now all three members of the public have been awarded the Chief Fire Officer's Commendation – the highest fire service award for displaying outstanding bravery, quick thinking and placing their own safety at risk to carry out this life saving rescue. They were presented with their certificate at a formal ceremony in front of fire crews, family and friends at South Yorkshire Fire & Rescue's (SYFR) Rivelin fire station in Sheffield.

Mathew Evans said; "We got out of the car and went to have a look, we knocked on the door and realised it was a lot worse than we thought. There was that much smoke we just thought we had to do something."

Paul Bennett said; "We opened the kitchen window and saw the chap inside. We went round the back and kicked in the door. We just knew we had to get him out".

Zoe Evans said; "I just remember seeing smoke and telling Mat there was a fire. I was scared for Mat and Paul – there was thick,

black smoke. But I'm glad they did it and today has been brilliant."

SYFR's Deputy Chief Fire Officer Mark Shaw said: *"Had it not been for the combined efforts of these three brave people, this fire could easily have resulted in a fatality.*

"Our advice to the public in the event of a fire is to get out and stay out until we arrive on the scene. However, we recognise that in exceptional circumstances such as this one, acts of bravery are appropriate and should be recognised as such."

S41 MEMBER BRIEFING NOTE



JUNE 2015

Please find below information from South Yorkshire Fire and Rescue Authority:-

**STRONGER
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Grant for state-of-the-art sprinkler system at Oak Close Supported Housing Scheme, Wath-upon-Dearne

Customers will enjoy peace of mind when they move in to properties at Oak Close Supported Housing Scheme in Wath-upon-Dearne. Their home will be protected by the 'Gold Standard' in fire safety thanks to the partnership between South Yorkshire Housing Association (SYHA) and South Yorkshire Fire and Rescue Service.

The scheme is purpose-designed to enable people with learning disabilities to live as independently as possible while still enjoying communal facilities that promote a sense of community.

South Yorkshire Fire and Rescue Authority's Stronger, Safer Communities Reserve Fund awarded a grant of £25,878 to pay for the sprinkler system at the SYHA scheme 2015 just in time to celebrate National Fire Sprinkler Week in March 2015.

The funding to install state-of-the-art sprinkler technology is the icing on the cake for this scheme. The previous care home that was owned by SYHA had become outdated and vacancies were becoming increasingly difficult to fill. SYHA, in close partnership with Rotherham Doncaster and South Humber NHS Foundation Trust Rotherham Metropolitan Borough Council and Rotherham Clinical Commissioning Group put in a successful application for

Department of Health innovation funding to replace most of the existing home to provide this new exciting development.

The £160m Care and Support Specialised Housing Fund (CASSH), managed by the Homes and Communities Agency (HCA), is the first specialist housing fund from the Department Of Health

The new apartments are currently being constructed by O&P Construction Services Ltd and the grand opening is expected to take place in early June 2015.



Pictured from l-r: Dee Hiley, Project Co-ordinator for SYHA, John Healey MP, Amy Jenkinson Fire Safety Manager, Barbara Walsh, SYHA Chair, Councillor Alan Atkin, Vice Chair, SY Fire & Rescue Authority, Stuart Oxley, O&P Construction Managing Director, Roger Brason, Technical Fire Safety Officer, & Andy Marshall, O&P Construction Contractors Manager.

UK first fire funding scheme making thousands in South Yorkshire safer

A UK first fire service funding stream has made the lives of tens of thousands of South Yorkshire residents safer, a year after the first cash was handed out.

Around £500,000 was given to community groups, charities and other partners via South Yorkshire Fire Authority's Safer Stronger Communities Reserve.

Under the groundbreaking scheme, groups were able to bid for as little as £5,000 or as much as £250,000 to support projects which reduce injuries, save lives and make South Yorkshire safer.

Key objectives for the fund include prioritising the most vulnerable, collaboration and data sharing. Highlights of the scheme which saw 19 different organisations receive money last year, included:

- 3,000 baby room thermometers handed out to all expectant parents in Barnsley. The thermometers are specially designed to include display important messages about fire safety and smoke free homes, and could be adopted nationwide.
- A cutting edge research project to help the fire service predict where fires are most likely to occur in the future. The research is being led by Sheffield Hallam University and University of Sheffield
- A Doncaster Council led 'Fakes Cause Fires' campaign which is using posters, videos and pocket sized information cards to educate residents about the fire dangers associated with buying counterfeit goods
- Accessible training sessions, workbooks, DVDs and other educational resources suitable for people with learning difficulties and autism, developed by Rotherham charity Speakup Self Advocacy
- Sprinklers for vulnerable older people at a sheltered housing complex in Barnsley. The potentially life saving systems were fitted at Churchfields, owned by Berneslai Homes

Fire Authority Chair Cllr Jim Andrews, said: *"All the year one funded projects are excellent examples of how a small level of financial support from the Fire Authority can enable local communities to make a real difference in improving fire safety. The fund was heavily over-subscribed last year and the 19 projects the Authority gave money to really were the best of the best. It's brilliant to now be able to see many of those funded projects making tens of thousands of local people safer."*

Head of Prevention and Protection Steve Helps, said: *"Fires have been falling steadily in South Yorkshire for many years and the county is safer now than it has been at any time in its history. But for as long as people continue to suffer the devastating effects of fires, there will always be more work to do."*

"The best way for us to further reduce emergency incidents is to work with partners like those which have received funding over the last year. It's these organisations which can help us reach the most vulnerable people in our communities."

Applications for a second round of funding have just closed, with decisions on the next batch of funded partners expected to be made in July. The £2 million fund has been set aside from the Authority's reserves.

"A particular focus for us in coming years is the wider positive impact the fire and rescue service can make in our communities, particularly in terms of improving people's health and wellbeing. Many of the schemes we've already funded reflect this aspiration."

Round 2 of the Stronger, Safer Communities Reserve Fund

Bids for Round 2 funding from the above Fund closed on Friday 1st May 2015.

A large number of bids have been received which will need to be carefully considered and evaluated against the criteria.

The Fire and Rescue Authority's Assessment Board will meet on 8th July 2015 to look at the bids, and it is anticipated the Authority meeting on 27th July 2015 will announce the successful applicants.

The Authority meeting is broadcast live as it happens and can be watched by following this [link](#). It is also available as an archive recording via the same link.

Big drop in arson down to youth work success

Arson in South Yorkshire has halved in the last three years, with the fire service crediting its ongoing community interventions with the big drop in anti-social behaviour incidents.

South Yorkshire Fire & Rescue attended 2,527 small, deliberate incidents like bin and grass fires in 2014/15- half the number it attended three years ago (5,082). Twelve years ago, in 2003/04, the figure was even higher- 11,303.

South Yorkshire Fire & Rescue head of Prevention and Protection Steve Helps, said:

"Deliberate fires still make up around three quarters of all the incidents we attend, but our ongoing arson reduction work continues to bring the numbers down."

"We are convinced that engaging with young people through targeted interventions like youth club work, education initiatives and fire station based learning projects is one of the best ways of building lasting, positive relationships which have long term benefits in

terms of reducing these unnecessary incidents. This ensures our fire engines are available to attend life threatening incidents."

Recent initiatives include a youth project held at Rotherham fire station, which aimed to highlight the consequences of anti-social behaviour and provide an intensive multi-agency work experience course to improve the life chances of the young people involved.

Arson cycle teams patrol known trouble spots during peak times of the year, speaking to youngsters about the consequences of arson.

Firefighters also deliver education packages to schools and safety teams visit youth clubs to deter fire setting.

South Yorkshire Fire and Rescue backs national dementia campaign

The fire service is calling on residents in South Yorkshire to check on older friends, relatives and neighbours who may suffer from memory loss, in a bid to cut house fires.

South Yorkshire Fire and Rescue supported Dementia Awareness Week in May, a national campaign which raises awareness of dementia and other illnesses that may incur memory loss.

Community safety staff attended events across the County throughout the week, including dementia cafes and coffee mornings, meeting older people and offering them advice on preventing fires.

The fire service is also training dozens of its own staff to become Dementia Friends - a Government backed initiative which teaches people a little bit more about what it's like to live with dementia and then turns that understanding into action.

South Yorkshire Fire and Rescue is also a member of the Yorkshire and Humber Dementia Alliance, which is committed to tackling the growing issue of dementia within our communities.

Vulnerable Persons' Advocate Dianne Fox said:

"People with memory loss issues can be more at risk of having a fire due to for example, forgetting that they have left a pan on the stove. They may then become confused by the smoke alarm sounding and make the wrong decision about what to do, therefore putting themselves in danger."

South Yorkshire Fire and Rescue can offer a home safety check for people with memory

issues. These checks can help people to live independently more safely by giving advice about fire safety and offering equipment solutions and support advice.

To access this service residents can call 0114 253 2314 and state that they have a memory issue or that they care for a person with a memory issue and that they would like to arrange a home safety check.

The fire service also offers free smoke alarm test reminders by email, text message or tweet. To sign-up, visit www.pressthebutton.co.uk

Youth Project helps curb Sheffield arson

A partnership youth project has helped turn around anti-social behaviour on one of Sheffield's toughest estates.

South Yorkshire Fire and Rescue has worked with partners including Salvation Army and South Yorkshire Police to deliver a 10 week youth club project on the Badger Estate, Woodhouse.

The scheme sees youngsters meet once a week to take part in physical activities like football, basketball and dodgeball, as well as educational sessions around first aid, road safety and the consequences of anti-social behaviour.

The scheme runs from January to March each year, when the number of alternative, positive activities available to youngsters in the area is normally at its lowest.

It's had a big effect, cutting fires by a third. The number of anti-social behaviour fires in south east Sheffield fell from 52 in 2013 to 35 this year.

South Yorkshire Fire and Rescue's arson reduction officer, Steve Vinson, said: *"We can't say that this project alone has led to the big reductions in anti-social behaviour, but we are convinced that engaging with young people in this way is one of the best ways of building lasting, positive relationships which have long term benefits for the communities we serve."*

"It's only by working together that public agencies can put together initiatives like this one and we are grateful to all the partners involved in helping us deliver these youth clubs for the third year running."

S41 MEMBER BRIEFING NOTE



JULY 2015

Please find below information from South Yorkshire Fire and Rescue Authority:-

Four new Members for Fire and Rescue Authority

The Fire and Rescue Authority welcomed four new Members at its Annual Meeting held on 29th June:

Cllrs Roy Munn and Gill Furniss from Sheffield City Council



Cllrs Pat Haith and Eva Hughes from Doncaster MBC.



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Sixty-four bids for Fire Service funding Scheme

Dozens of bids have been received for the second round of a Fire Service funding scheme which aims to make the lives of tens of thousands of South Yorkshire residents safer.

Bids from 64 different organisations including charities, community groups and other partners have been received for South Yorkshire Fire and Rescue Authority's Stronger, Safer Communities Reserve fund.

Last year, 19 different groups received around £500,000 to support fire prevention projects with money set aside from the Authority's reserves.

Key objectives for the fund including prioritising the most vulnerable, collaboration and data sharing.

Applications for this year's funding have now closed, and decisions on which second round bids will receive funding will be made in July.

Safety advice after Wake Road Inquest Verdict

The fire service has repeated safety warnings, after an inquest into the deaths of five people in a house fire in Sheffield concluded. The tragedy on Wake Road, Sheffield killed three generations of the same family in April 2014.

Recording a verdict of accidental death, coroner Chris Dorries described the fire as "a tragedy of unimaginable proportion" and said the cause of the fire was "undetermined."

Evidence was heard from forensic experts about electrical items which were found close to where the fire started. These included a mobile phone, phone charger and baby monitor charging cradle, but the coroner said none of these could be said to have caused the fire.

Smoke alarms were fitted in the property and operated that night, but the family initially believed it to be a false alarm. The fire spread quickly and was described by firefighters as being particularly ferocious. This was aided by doors within the house remaining open, which helped the fire to spread, the inquest heard.

South Yorkshire Fire and Rescue's head of community safety Kevin Ronan, said: "This was the most serious house fire in terms of loss of life that our crews have attended for many years. Our thoughts remain with the loved ones of those who died at what must be a time of enormous sorrow. Fires as serious as this are fortunately very rare, but when they do happen they affect our service

personnel and the wider community very deeply.

"We'd remind people that whilst smoke alarms have the potential to save lives in house fires, they will only do so if people take the appropriate action when the alarm sounds- to get out, stay out and call 999.

"One of our main safety messages during talks and safety visits is to shut internal doors at night to stop the spread of a fire in the event one does occur. Unfortunately it does not appear that this happened at this incident, meaning the blaze spread incredibly quickly."

Firefighters were praised during proceedings for their exceptional bravery, with Mr Dorries commending the first crew in attendance to the Chief Fire Officer for recognition.

Firefighters wearing breathing apparatus walked up a burning staircase in temperatures of more than 1000 degrees Celsius to search for casualties, the inquest heard.

"We echo the words of the coroner who commended the actions of the first crew in attendance. The inquest was told that this was the most ferocious domestic fire firefighters with more than 25 years' experience had ever attended, and it is right that their actions have been recognised", said Kevin.

One of those who died, 53-year-old Shabina Begum, has also been nominated for a posthumous Royal Humane Society award in recognition of her bravery in attempting to rescue her grandchildren from the fire.

Warning for smokers after House Blaze Death Inquest

Fire officers are again warning of the dangers of smoking in bed, following the death of a man in a Sheffield house fire.

They are also asking their partners in the health, housing and social care sectors to do more to help them identify those who are most at risk of fire, so that they can put extra measures in place to help prevent fatal fires.

Alec Connington, aged 54, died after a fire at his top floor flat on Manor Park Road, Sheffield.

A neighbour had raised the alarm after hearing smoke alarms in the property sounding at around 10pm on 17 February this year. Firefighters wearing breathing apparatus searched the property and put out the fire. They discovered the body of Mr Connington in the bedroom of the flat.

Mr Connington had received treatment for substance misuse for several years and was a heavy smoker. Fire investigators found more than 200 cigarette ends close to his bed, an inquest heard.

Recording a verdict of accidental death, deputy coroner Julian Fox said: *"Mr Connington's death is a further reminder that the dangers of smoking in bed can be very great and can easily lead to fatal fires."*

Station Manager Simon Rodgers, who investigated the cause of the fire, said: *"No one deserves to die in these circumstances and ultimately any house fire death is preventable, regardless of any other factors which may have contributed to that person's death. We want to use this case to call on our partners to do more to help us to identify those who are most at risk of fire, so that we can put useful measures in place to try to prevent this kind of tragic incident."*

Safety advice from preventing fires caused by cigarettes includes:

- Put out cigarettes properly and dispose of them carefully
- Never buy cheap, imported cigarettes- these don't meet modern EU guidelines designed to prevent fires
- Never smoke in bed- you can easily fall asleep, starting a fire

Fire Service Safety Advice ahead of Islamic Festival

The fire service is calling on South Yorkshire's Muslim communities to take extra care ahead of one of the most important periods in the Islamic calendar.

South Yorkshire Fire and Rescue fears people are more likely to be at risk of fire during Ramadan, which began on 18 June.

Ramadan lasts for 30 days and is observed by fasting during daylight hours, with cooking taking place before sunrise or after sunset.

Head of community safety Kevin Ronan, said: *"We recognise this is a really important time in the Islamic calendar, but want to make sure people observe it safely. In particular, people should take extra care to keep an eye on their cooking, as fasting could leave you feeling tired and more likely to become distracted or have an accident."*

"Smoke alarms are the best way of making sure that if a fire does occur, you have the vital extra minutes to escape. So make sure smoke alarms are fitted on every level of your home and test them regularly."

"It's also vital that if the smoke alarms do sound, everyone in the house knows what to do and knows how to escape, so talk this through with your family and loved ones."



Did you know you can watch all Authority meetings LIVE?

All Fire Authority meetings are open to the public and are broadcast live on the internet. Visit www.southyorks.gov.uk. You can also view previous meetings.

Whilst viewing the meeting you can contribute comments and debate proceedings with other viewers via CoverItLive or Twitter.

Follow the South Yorkshire Fire and Rescue Authority on Twitter



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SOUTH YORKSHIRE PENSIONS AUTHORITY

19 MARCH 2015

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

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

Officers: G Chapman (Head of Pensions Administration),
A Frosdick (Monitoring Officer), M McCarthy (Deputy Clerk),
M McCoolle (Senior Democratic Services Officer), I Rooth
(Head of Technical Services BMBC), D Hanson (HR Link
Advisor) and S Smith (Head of Investments SYPA)

Apologies for absence were received from Councillor
J Campbell, Councillor J Wood, R Askwith, J Hattersley,
B Clarkson, F Foster, J Bell and R Bywater

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

Item 16 'Treasury Management Strategy Statement 2015/16'.

Item 17 'Debt Write Offs'.

Item 18 'Release of Preserved Benefits – Compassionate Grounds.'

5 DECLARATIONS OF INTEREST

None.

6 MINUTES OF THE AUTHORITY MEETING HELD ON 15 JANUARY 2015

RESOLVED – That the minutes of the Authority meeting held on 15 January 2015 be signed by the Chair as a correct record.

7 WORK PROGRAMME

Members were presented with a copy of the cycle of future meetings work programme to 11 June 2015.

RESOLVED – That Members noted the contents of the report.

8 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

Councillor Wootton commented that the Section 41 Member Briefing Notes, sent from the Authority to Members, were always very well received.

9 BOARD CHAIRS' REPORTS

Councillor Wootton highlighted the following key points which had arisen over the previous few months:-

- In accordance with the compulsory transfer of members employed by the Probation Service, on 1 December 2014 a total of £115m had been transferred to the Greater Manchester Pension Fund.
- The Authority had responded to the DCLG consultation on governance.
- The Authority had won a Local Government Property Award for 2014.
- Further consultation had been undertaken on the governance and the introduction of the Local Pensions Board (LPB); there was a requirement for the LPB to be up and running by 1 April 2015.
- Following a tender process a consultant had been appointed to assist in the search for a manager of a buy and maintain bond mandate. Manager interviews would be held in mid April 2015 with an appointment target date of July 2015.
- The restructuring of the internally managed bond portfolios had begun in January. The draft Local Government Pensions Amendment Regulations had been issued by DCLG on 5 December 2014 and responses had been invited by 30 January 2015; Members had agreed that a response be sent to DCLG on behalf of the Authority.
- It had been another tough year for the authority, as it had attempted to balance the need of affordability, stability, prudence and sound governance, together with meeting the various challenges that the government and present day finances thrust upon the Authority.

Councillor Wootton commented that after over 30 years of service as a Councillor he would be standing down from his position when his term of office expired in 2015. Councillor Wootton added that the support he had received from his fellow Councillors in his capacity of Chairman had been greatly received and appreciated; he gave his sincere thanks to the Vice Chair, officers and staff, in particular the Fund Director, Head of Pensions Administration and Head of Investments for the assistance provided to him.

Members and officers expressed thanks to Councillor Wootton for all of his work provided to the Authority, and wished him the very best for the future.

Councillor Wraith requested that the Authority's sentiments to Councillor Wootton be placed on record, together with the thanks given to officers for the work undertaken during the last 12 months.

10 LOCAL GOVERNMENT PENSIONS SCHEME - ESTABLISHMENT OF LOCAL PENSION BOARD (LPB)

A report of the Clerk was submitted to update the Authority on the work undertaken to date in establishing a Local Pension Board (LPB) in accordance with Section 5 of the Public Service Pensions Act 2013.

M McCarthy gave thanks to the Members who had attended the Member Working Group, which had met following the last Authority Meeting in January 2015.

Members noted that formal approval had been sought from the Secretary of State for Communities, for the establishment of a Joint Board for the two administering authorities (LGPS and South Yorkshire Passenger Transport Pension Fund).

M McCarthy acknowledged the upcoming local elections, which would be a busy period for Members; he added that if the recommendations to the report were approved that appointment to the LPB would be made, initial training would be provided, and members of the LPB would be invited to the Authority's AGM on 11 June 2015, with a view to the first LPB meeting being held the following week.

Councillor Ellis suggested an amendment to the Constitution and Terms of Reference at Section 10.3, to indicate that the quorum for a meeting of the Board should be three members, with at least one member from each side.

Councillor Wraith suggested that the LPB be reviewed after a period of 12 months, and that any necessary adjustments to its' Constitution and Terms of Reference be made.

RESOLVED – That Members:-

- i) Noted the steps taken to date in establishing a Local Pensions Board.
- ii) Agreed the LPB Constitution and Terms of Reference set out in Appendix A as of 1 April 2015; subject to an amendment at Section 10.3, to indicate that the quorum for a meeting of the Board should be three members, with at least one member from each side.
- iii) Agreed the timetable for appointment to the LPB and the date of the first meeting.
- iv) Agreed that the LPB be reviewed after a period of 12 months, and that any necessary adjustments to its' Constitution and Terms of Reference be made.

11 QUARTER 3 PERFORMANCE SNAPSHOT REPORT

Members were presented with a copy of the Business Planning and Performance Framework's Snapshot Report for 2014/15 Quarter 3.

The Head of Pensions Administration updated the Board on the summary of statistics to 31 December 2014. Members noted that the usual casework performance statistics were currently unavailable for the reporting period, as a result of the reporting facilities not yet being fully developed on the new system; this was hoped to be reported to the June 2015 Board meeting.

Councillor Wraith gave thanks, on behalf of the Board, to the Head of Pensions Administration and his team, for the work undertaken during the transitional period onto UPM, the new pension's administration system.

RESOLVED – That the contents of the report be noted.

12 REVIEW OF CORPORATE STRATEGY

A report of the Clerk was submitted to ask Members to defer reviewing the Authority's Corporate Strategy until such time as the outcome of the various Government consultations regarding the future of the Local Government Pension Scheme was known.

RESOLVED – That Members agreed that no further review of the Authority's Corporate Strategy be considered until such time as the implications of the various proposed changes to the structure of the Local Government Pension Scheme had been clarified.

13 MEETINGS OF THE AUTHORITY AND BOARDS 2015/16

A report of the Clerk was submitted to consider the proposed schedule of Authority and Board Meetings during 2015/16.

M McCarthy commented that the Authority had liaised with colleagues in the districts to ensure there were no meeting clashes; if the cycle of meetings was approved today, the Authority would check the meeting dates again with the districts following the AGM's.

RESOLVED – That Members approved the following cycle of meetings for 2015/16:-

Pensions Authority	Corporate Planning & Governance Board	Investment Board
	2015	
11 June (Annual)*	18 June*	25 June*
	23 July	
		17 September
1 October		
	19 November	

3 December		10 December
	2016	
14 January		
		10 March
17 March	24 March	
9 June (Annual)	16 June	23 June

* Meeting dates already arranged

14 HUMAN RESOURCES - PROPOSAL TO IMPLEMENT THE NJC PAY AWARD FOR JNC OFFICERS 2014/16

A report of the Fund Director was submitted to seek Members approval to implement a single pay award for officers on both NJC* and JNC* conditions.

Members noted that in April 2014, BMBC who had previously operated a two tier pay structure and two evaluations systems, had introduced one pay structure and had used the nationally agreed job evaluation scheme for all jobs; BMBC now applied the NJC pay award across its whole pay structure.

RESOLVED – That Members endorsed the decision of the Chair and Vice Chair to approve the proposal to implement the NJC pay award to employees on JNC terms and conditions.

15 HUMAN RESOURCES - JNC OFFICERS EVALUATION

A report of the Fund Director was submitted to seek Members endorsement of the Chair and Vice-Chair's decision to award a job evaluation contract to Barnsley MBC regarding the Authority's officers on JNC* conditions.

Members noted that a job evaluation exercise had been undertaken by external consultants (Hay) in 2008 on behalf of the Authority for all staff engaged on NJC terms and conditions; the job evaluation exercise did not include the senior management team who were percentage linked to the senior officer (who was the Clerk and Treasurer/Head of Paid Service). The new job structure had been implemented in April 2009.

RESOLVED – That Members endorsed the decision of the Chair and Vice Chair to approve the proposal to appoint Barnsley MBC to conduct a job evaluation of employees on JNC terms and conditions.

16 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

17 TREASURY MANAGEMENT STRATEGY STATEMENT 2015/16

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

RESOLVED – That:-

- i) The Authority 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, the Authority approved an Affordable Borrowing Limit, on a rolling basis for the forthcoming year and two successive years as outlined in Appendix II to the report, the amount being the maximum amount the Authority could afford to borrow.
- iii) The Authority would keep the above under review.

18 DEBT WRITE OFFS

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

RESOLVED – That Members authorised the write-off of the outstanding rent accounts.

19 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 Kier Group PLC employee for the release of preserved benefits on compassionate grounds.

RESOLVED – That Members:-

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

CHAIR

SOUTH YORKSHIRE PENSIONS AUTHORITY

ANNUAL MEETING

11 JUNE 2015

PRESENT: Councillor S Ellis (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, H Mirfin-Boukouris,
K Rodgers, A Sangar, J Scott, M Stowe, B Webster and
K Wyatt

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

Officers: J Hattersley (Fund Director), A Frosdick (Monitoring
Officer), M McCarthy (Deputy Clerk), I Baker (Pensions
Manager), M McCoolle (Senior Democratic Services Officer),
I Rooth (Head of Technical Services BMBC) and D Hanson
(HR Business Partner)

Apologies for absence were received from Councillor J Wood,
R Askwith, G Chapman, B Clarkson, J Bell, R Bywater and
F Foster

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

Councillor Ellis was proposed and seconded as the Chair of the Authority for the forthcoming year.

RESOLVED – That Councillor Ellis be elected as the Chair of the Authority for the ensuing year.

2 APPOINTMENT OF THE VICE-CHAIR OF THE AUTHORITY FOR THE ENSUING YEAR

Councillor Wraith was proposed and seconded as the Vice Chair of the Authority for the forthcoming year.

RESOLVED – That Councillor Wraith be elected as the Vice Chair of the Authority for the ensuing year.

3 MEMBERSHIP OF THE AUTHORITY

A report of the Clerk was submitted to report on the membership of the Authority for the forthcoming year.

The current membership was noted:-

Barnsley Councillors	Doncaster Councillors	Rotherham Councillors	Sheffield Councillors
M Stowe R Wraith	E Butler K Rodgers J Wood	S Ellis K Wyatt	B Lodge H Mirfin-Boukouris A Sangar J Scott B Webster

Councillor Ellis welcomed Councillors Wyatt, Mirfin-Boukouris and Scott onto the Authority.

RESOLVED – That the report be noted.

4 APPOINTMENT OF BOARDS, COMMITTEES AND CHAIRS

A report of the Clerk was submitted to consider the appointment of Boards, Committee and Chairs for 2015/16.

Membership was confirmed as follows:-

Corporate Planning & Governance Board	Investment Board	Management Committee
7 members	7 members	Section 41 members
Councillor R Wraith (Chair)	Councillor S Ellis (Chair)	Councillor S Ellis (Chair) Sub: Councillor K Wyatt
Councillor S Ellis (Vice-Chair)	Councillor R Wraith (Vice-Chair)	Councillor R Wraith Sub: Councillor M Stowe
Councillor E Butler	Councillor K Rodgers	Councillor B Lodge Sub: Councillor J Scott
Councillor K Wyatt	Councillor A Sangar	Councillor K Rodgers Sub: Councillor E Butler
Councillor B Lodge	Councillor M Stowe	
Councillor J Wood	Councillor B Webster	
Councillor H Mirfin- Boukouris	Councillor J Scott	
And three trades unions representatives	And three trades unions representatives	

RESOLVED – That Members agreed the Terms of Reference and membership of the Boards and Management Committee and their Chairs for 2015/16.

5 QUESTIONS IN MEETINGS OF DISTRICT COUNCILS

A report of the Clerk was submitted to consider 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.

Membership was confirmed as follows:-

Council	Spokesperson	Substitute
Barnsley MBC	Councillor R Wraith	Councillor M Stowe
Doncaster MBC	Councillor K Rodgers	Councillor E Butler
Rotherham MBC	Councillor S Ellis	Councillor K Wyatt
Sheffield CC	Councillor B Lodge	Councillor J Scott

RESOLVED – That Members agreed the membership.

CHAIR

SOUTH YORKSHIRE PENSIONS AUTHORITY

ORDINARY MEETING

11 JUNE 2015

PRESENT: Councillor S Ellis (Chair)
Councillor R Wraith (Vice-Chair)
Councillors: E Butler, B Lodge, H Mirfin-Boukouris,
K Rodgers, A Sangar, J Scott, M Stowe, B Webster, J Wood
and K Wyatt

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

Officers: J Hattersley (Fund Director), A Frosdick (Monitoring
Officer), M McCarthy (Deputy Clerk), M McCoole (Senior
Democratic Services Officer), I Baker (Pensions Manager),
D Hanson (HR Business Partner) and I Rooth (Head of
Technical Services BMBC)

Apologies for absence were received from R Askwith,
G Chapman, B Clarkson, F Foster, J Bell and R Bywater

1 APOLOGIES

None.

2 ANNOUNCEMENTS

Councillor Ellis requested that letters be sent to the Members who had recently left the Authority, to convey the Authority's thanks and appreciation for all of their hard work and dedication as Members of South Yorkshire Pensions Authority.

3 URGENT ITEMS

None.

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

None.

5 DECLARATIONS OF INTEREST

None.

6 LOYAL SERVICE AWARD SCHEME

A report of the Fund Director was submitted to advise Members that there were five officers who were eligible to receive loyalty awards this year.

The following employees were eligible to receive loyalty awards this year:-

Ian Baker
Sharon Taylor
John Smith
Rachel Cooper
Karen Norman

RESOLVED – The Chair awarded certificates to the three officers present.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 19 MARCH 2015

RESOLVED – That the minutes of the Authority meeting held on 19 March 2015 be signed by the Chair as a correct record.

8 VERBAL UPDATE ON MATTERS ARISING SINCE THE LAST MEETING

J Hattersley commented that the Investment Board had recently held interviews for the new Buy and Maintain Bond Mandate. Royal London Asset Management had been appointed.

9 WORK PROGRAMME

Members were presented with a copy of the cycle of future meetings work programme to 3 December 2015.

RESOLVED – That Members noted the contents of the report.

10 SECTION 41 FEEDBACK FROM DISTRICT COUNCILS

Councillor Rodgers reported that DMBC's Finance Team was awaiting the results of the emergency budget on 8 July. The authority was aware of the triennial actuarial valuation due at the end of next March and DMBC's Overview and Scrutiny Committee would address it in the context of the tightening of resources; a key question was how this would affect the Authority, its partners and the people the Authority paid to carry out services.

11 BOARD CHAIRS' REPORTS

None.

12 LOCAL PENSION BOARD

M McCarthy commented that all bar one of the employers' representatives had been nominated and all of the members' positions had been filled. The first LPB meeting to be held within 4 months from 1 April. It was noted that all arrangements were in place and dates would be canvassed to hold the first meeting before the end of July. There would be implications for Members of the Authority and the Local Pension Board as the Board evolved; officers would provide support to Members of the Authority and the Local Pension Board to enable them to fulfil their roles.

RESOLVED – That the update be noted.

13 QUARTER 4 PERFORMANCE SNAPSHOT REPORT

Members were presented with a copy of the Business Planning and Performance Framework's Snapshot Report for 2014/15 Quarter 4.

J Hattersley referred to the investment returns for the quarter. The Fund had slightly beaten the benchmark at 5.6% against 5.5% over the quarter but had underperformed the benchmark for the whole year at 14.2% against a provisional 14.5%; it was understood from WM that the average local authority return was about 13.2%.

I Baker reported that although the administrative transactions backlog with Members was slowly improving, there were still some 9,500 cases outstanding. The backlog situation fluctuated each month, depending upon the timing of the payroll reports from the districts, which resulted in a peak of work each month. The software provider was concentrating on providing the Authority with the ability to bulk upload new starters, which would otherwise be a manual and time consuming process each month.

Councillor Scott sought clarification over by how big a margin targets were being missed and how long it would take to clear the backlog. I Baker anticipated that the performance figure would be 60% plus at the next Authority meeting and it was hoped that the backlog would be cleared by the end of year. Unfortunately, at the moment, accurate reports were not available.

Councillor Rodgers referred to 96% of employers that were now registered for EPIC and to the online service which was currently suspended. He queried how long it would be before the service would be restored.

I Baker commented that the Authority had received a number of promises and undertakings from the software supplier, but they were very rarely delivered on time or accurately. He was unsure when the online facility would be available. J Hattersley commented that the Authority was withholding payment due to the supplier under the contract which had been awarded within the constraints of a National Framework Agreement. Eight other funds were involved with the same supplier and all had similar, if different, issues; a national UPM user group had been established, and met on a regular basis. It was rumoured that the former supplier, who was the bulk supplier to other LGPS funds, had also failed to cope with the pension increase calculations this year.

A Frosdick commented that the issue had not been looked at in-depth from a legal perspective. Currently there was an understanding with the supplier that they were not contesting withholding payment. The matter would be kept under review, and Members would be kept informed.

Councillor Wraith commended staff, on behalf of the Authority, for the excellent work undertaken during the transitional period onto the new pension administration system.

RESOLVED – That the contents of the report be noted.

14 COMPLIANCE WITH THE PRINCIPLES FOR INVESTMENT GOVERNANCE: SELF-ASSESSMENT

A report of the Clerk was submitted to inform Members of the outcome of the self-assessment against the Principles for Investment Governance.

In October 2011, Members had adopted a system of self-assessment and had agreed to use a template to gauge compliance, to be undertaken annually.

Members had been issued with individual copies in January 2015, to be completed and returned at the end of the financial year; 10 forms from the 12 forms issued had been returned. In the main, the scores were either Very Good or Excellent and no areas of concern or development needs had been identified.

RESOLVED – That the Authority:-

- i) Noted the contents of the report.
- ii) Agreed to review the process when the new governance arrangements under the Public Service Pensions Act 2013 were finalised.
- iii) Agreed to any development needs arising from the results.

15 ACTUARIAL VALUATIONS 2013 AND 2016

A report of the Fund Director was submitted to draw to Members attention issues that needed to be considered ahead of the actuarial valuation due at the end of March 2016. It was necessary as part of the preparation, to identify potential areas of concern and points for further deliberation.

It was noted that it was likely that funding levels had not improved since the last actuarial valuation in 2013, and the low level of interest rates and bond yields would continue to cause the valuation of the Fund's liabilities to increase. As always the Fund would have to have a clear focus on governance and be aware of the policies and positions of district councils and all employers.

In response to Members' questions, when an employer left the Fund, an exit calculation would be made by the Actuary to ensure no damage would be made to the Fund as a whole. Problems could be faced if the district councils started to reduce staffing levels, as this would affect the number of staff on the payroll and the normal way that contributions were calculated against payroll. Membership of the Fund was gradually increasing, although a large proportion of new members were part-time employees.

One of the concerns that had to be confronted was whether or not some of the assumptions the Fund had made in relation to bond yields may not materialise. At the moment it was predicted that the position would not improve between now and 2016. It was hoped that the Treasurers would be in a better position to comment on their needs once the forthcoming budget was announced. Any new contribution rates would come into effect from April 2017. Councillor Sangar enquired about the various stages in determining how the valuation was set and how it would be timetabled. Councillor Rodgers referred to the last triennial actuarial valuation, when district treasurers had commissioned work to challenge the Fund's figures and assumptions. He did not wish to see such a situation arise again.

J Hattersley commented that it was fit and proper for the district treasurers to feel able to challenge the administering authority on matters which were crucial to their own budgets. The Fund's Actuary had proven to be prudent. The Shadow Advisory Board had commissioned work on comparing actuarial assumptions across the LGPS and was in favour of instigating regulatory requirements for actuaries to prepare assumptions

against standard criteria. The Fund had always adopted a long term view, which had been supported by district treasurers.

Councillor Rodgers encouraged the view that the Authority should ask the major employers about plans to further outsource services or change their service delivery models.

J Hattersley commented that the Fund had been concerned in the past when districts had negotiated outsourcing of services that they had tended to forget about pensions matters until the end of the process. Councillor Lodge acknowledged that this had been the case. He was concerned in particular about the transfer arrangements surrounding academies and free schools given that some bodies were not fully aware of the obligations that they were taking on board.

Councillor Ellis commented that negotiations should commence as soon as possible with the main employers. It was noted that the Investment Board would be asked to comment upon specific aspects of the valuation assumptions.

RESOLVED – That Members agreed to the points raised in the report.

16 **SOUTH YORKSHIRE PENSIONS AUTHORITY CUSTOMER SERVICE EXCELLENCE**

A report of the Communications Manager was presented to update Members on the results of the annual surveillance assessment.

It was noted that last year the Authority had been re-awarded the Customer Service Excellence (CSE) award in recognition of continued work in providing exceptional customer service. In order to maintain the accreditation, a surveillance visit was undertaken one year after first being accredited. On 26 March 2015 a further surveillance visit took place and the Authority had successfully continued to meet the requirements for the award, and the accreditation would continue for a further 12 months despite the current difficult circumstances.

Councillor Ellis requested the Authority's congratulations be conveyed to staff. The Authority recognised the frustration of the staff who were used to delivering above and beyond industry standards.

RESOLVED – That Members noted the contents of the report.

17 **LGPS CURRENT ISSUES**

A report of the Head of Pensions Administration was submitted to bring to the attention of Members the LGPS Current Issues document produced by the Pension Fund Actuary.

Members noted that Mercers, the Fund's Actuary, had begun to issue briefing notes on the current issues facing the LGPS, and these would be brought to future Authority meetings for information. Since the last Authority meeting, the major development had been the outcome of the general election and the new administration. There had been suggestions prior to the general election about reforming the structure of the LGPS, and discussions had taken place across 3 key Government departments. Given the messages in the manifesto and in the Queen's Speech, it could be assumed that the

Government would look for an ongoing reform of LGPS to try to reduce costs and make savings. Future legislation was expected over the next 12 months.

RESOLVED – That Members noted the LGPS Current Issues document.

18 LGPS SCHEME ADVISORY BOARD

A report of the Treasurer was submitted to advise Members of proposed charges to the Fund relating to the establishment of the Scheme Advisory Board.

Members noted the discussions taking place in relation to the budget and resourcing of the Scheme Advisory Board, following the transition arrangements from the Shadow/Interim Scheme Advisory Board to the full board.

The Minister was considering the three budget options published by the Shadow Scheme Advisory Board. These would be translated into fund-by-fund levying bands based upon active membership levels.

RESOLVED – That Members noted the report.

19 WEBCASTING

A report of the Clerk was submitted to seek approval to renew the contract to webcast meetings of the Authority.

The Authority, together with the other South Yorkshire Joint Authorities, had webcast its meetings since 2006. In 2010, Public-i had been awarded a three year contract which had been extended for 2013/14.

Following the integration of the Authority's administrative support with Barnsley MBC, there was an opportunity to include the facilities at Regent Street with those at the Town Hall in a single contract. The extension would be for a 12 month period only, it would align the renewal dates for both contracts and provide a basis for exploring further joint contracting and financial options.

M McCarthy commented that the Authority paid £4,000 per annum for use of the webcasting facility, and that the extension would be a pro rata payment; M McCarthy would provide Members with the cost. If one of the other South Yorkshire Joint Authorities was not in agreement to the extension, then the Authority would not seek to extend the contract, and a report would be presented to the next Authority meeting to determine its value for money.

It was noted that the Authority was one of the first in the country to webcast its meetings. Over the last 12 months, there had been a total of 2,093 live and archived viewings of the Authority.

RESOLVED – That:-

- i) The Authority approved a short term extension to the webcasting contract to align with Barnsley MBC's webcasting contract renewal date (7 August 2015), (at a cost of c£490), to enable consideration of joint contracting and cost saving options.

- ii) The responsibility to agree a further 1 year contract renewal be delegated to the Chair and Vice Chair (noting the Authority was not due to next meet until 1 October).
- iii) Members noted the commencement of a study to consider the longer term aspirations for webcasting and online communications for the webcasting partners and South Yorkshire districts.
- iv) M McCarthy to provide Members with the cost of the extension to the webcasting facility.

20 MEMBER DEVELOPMENT ANNUAL UPDATE

A report of the Clerk to the Pensions Authority was submitted to provide an update on the learning and development arrangements for Members of the Authority.

It was essential for every local authority Member to undertake continuous training and development. For Pensions Authorities, the introduction of more demanding governance requirements over the last 10 years had formalised the requirements, due to it being a specialised area of local authority business involving responsibility for substantial levels of funds.

Members noted the aims of the Member development programme, to which officers would provide a degree of support. M McCarthy commented that Members would be provided with a training needs analysis questionnaire for completion, to enable bespoke training plans to be developed.

A discussion arose around the 3 day Fundamentals, which had a single approach to training; Members would shortly be contacted to arrange the training days. M McCarthy would contact the LGPS to determine whether there was a different medium for the training, to take each individual Member's knowledge into account. It was noted that Trade Union representatives would be involved in other training exercises.

RESOLVED – That Members:-

- i) Nominated and appointed Councillor Sangar as Lead Member for Learning and Development.
- ii) Committed to a round of personal development reviews to be arranged with individual Members following the exercise.
- iii) Agreed to develop an annual training plan and approve further development prior to implementation.

CHAIR

