

Goldthorpe Towns Fund: Board Roles and Responsibilities / Governance

The Accountable Body

Barnsley Metropolitan Borough Council (Barnsley Council) is the accountable body for the Goldthorpe Towns Fund with overall responsibility for the delivery of any Towns Fund monies received. The board was officially established in 2020 by Barnsley Council's Cabinet (Cabinet report [Cab.2.12.2020/6](#)).

The board will make decisions and recommendations which will be managed, monitored, delivered and reported by Barnsley Council's Regeneration and Culture team, overseen by Barnsley Council's governance arrangements.

The Chair

The Chair's role will be to ensure the partnership maintains its strategic focus. The Chair must have presence and visibility and be able to exercise objectivity and independence. The Chair will seek solutions to achieve a shared consensus about the way forward and be able to create an atmosphere where values are understood and owned and where non-compliance with the partnership's purpose, principles and the Compact Codes of Practice is challenged. A Deputy Chair will also be elected from within the partnership board, who will stand in for the Chair as necessary.

The Chair and Vice Chair will be elected on a yearly basis by the members of the board with voting rights.

The Chair will have delegated authority to make urgent decisions where board cannot be convened in a timely manner. Any such action will be reported back to the following board via the Highlight Report.

The Vice Chair will deputise for the Chair whenever they are unable to attend a board meeting. If neither the Chair nor Vice Chair are in attendance the voting members of the board will elect a temporary Chair from their number for the duration of the meeting.

Acting posts are to be temporarily instated where Chair or Vice Chair cannot attend 2 or more consecutive meetings.

Membership of the Board

The Goldthorpe Stronger Towns Fund board will bring together key members of the community in order to shape the future economy of Goldthorpe. Membership is wide-ranging, bringing together public, private and voluntary sectors.

All partnership members will agree to focus on and commit to, the purpose of the partnership whilst also expressing the views, priorities and interests of those sectors and organisations that they represent. As the partnership does not have an independent legal status, individual partner organisations remain responsible and accountable for decisions on their own services and the use of their own resources.

Partner representatives are responsible for ensuring the commitments they make to the partnership on behalf of their own organisation can be fulfilled. They will provide systematic feedback to their organisation on the business of the partnership as it affects their organisation. They will provide other

partnership members with the opportunity to comment and participate in the development and delivery of activities by their organisation.

All partnership members need to be clear about their remit when acting or speaking on behalf of a community. They must guard against portraying their own views as being representative of a whole community. It is therefore essential any proposal is supported by details of the nature and extent of consultation that has taken place, or that will take place as part of developing the proposal.

All partnership members are expected to work to the Nolan Principles as outlined below:

- **Selflessness** – Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.
- **Integrity** – Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.
- **Objectivity** – In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.
- **Accountability** – Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- **Openness** – Holders of public office should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.
- **Honesty** – Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
- **Leadership** – Holders of public office should promote and support these principles by leadership and example.

Conflict of Interest (COI) Policy

The Accountable Body (Barnsley Council) collects details of Conflicts of Interest of all voting members using a Conflict of Interest Form. COIs are also checked at the start of every meeting with a reminder that any unexpected conflicts be declared immediately should they arise. All conflicts raised are published in the meeting notes on ModernGov. A high-level summary of conflicts from the Conflict of Interest forms are also provided on the [Goldthorpe Towns Fund website](#). Any declared interests at the meeting or on the forms are reviewed by Barnsley Council and mitigating actions will be taken if needed.

Removal of voting rights

If a board member fails to attend a majority of meetings in a 12-month period without providing apologies a letter will be sent by the Chair to the member to request a written explanation for the absences. The response will be reviewed, and a decision taken regarding membership. This could include termination and a request made to the organisation to provide an alternative representative.

Further investigations will be made regarding membership in the following circumstances:

1. The member provides written notice of resignation to the Chair

2. Bankruptcy of the member or the liquidation or administration of their business.
3. By resolution of the board if it is agreed that this is in the best interests of the board.
4. Anything that brings the reputation of the board into disrepute.

Substitutes

Any substitutes must be agreed by the Chair a minimum of 24 hours prior to the board meeting.

Voting

Quorate:

For the meeting to be quorate a third of the board members with voting rights must be in attendance at the board meeting.

Voting Rights:

The members of the board who will have voting rights include representatives of public and private organisations (excluding officers from Barnsley Council) and local elected members.

An up-to-date list of board members and their organisations will be included on the Towns Fund Board webpages.

Board and Accountable Body Structure and Arrangements



Stakeholder Engagement

Sub-committees and reporting arrangements

Stakeholder	Sub Group or alternative mechanism
Youth Engagement	<p>A subgroup has been established with all board members invited to receive an insight into activities for young people across the whole programme on a six-monthly basis.</p> <p>Example opportunities created: Work experience/mentoring with Astrea Academy Dearne, involvement in The Heart of the Wood Theatre production, Storying Goldthorpe.</p> <p>This is an information-sharing opportunity, any decisions would be referred to board.</p>
Business Engagement	<p>An information session was held on 16 December 2022 and all businesses paying rates in the Goldthorpe, Bolton on Dearne and Thurnscoe area were invited.</p> <p>Principal Towns are investigating setting up a Business Forum in Goldthorpe so that may be an opportunity to keep local businesses up to date with what is happening with the Towns Fund.</p> <p>Another one-off event will be reviewed at intervals to see if there is anything specific to share with businesses. Action to be reviewed Spring 24.</p> <p>This is an information-sharing opportunity, any decisions would be referred to board.</p>

Key Area	Subgroup or alternative mechanism
Comms and Branding	<p>A temporary Task and Finish group was established to agree branding for the Towns Fund in Spring 22.</p> <p>Board members, Astrea Academy Dearne and some local residents who had shown an interest were invited to participate. A recommendation was made to board to approve.</p>

Communication Methods

Forms of engagement to be utilised throughout the delivery of the project will include but will not be limited to:

Type of Engagement	Detail
Digital Media – website and social media	Barnsley Council has created dedicated webpages for the Goldthorpe Towns Fund at barnsley.gov.uk/TownsFund as well as utilising the #TownsFund on social media to share updates.
Digital Media – Towns Fund Board papers	The agendas and minutes from the Towns Fund Board meetings will be available to view on Barnsley Council’s website five working days after the meeting.
Digital Media – email address	Barnsley Council has established a dedicated email address for the Towns Fund townsfundgoldthorpe@barnsley.gov.uk
Physical – display boards / leaflets	Display boards and leaflets will be available to view at suitable venues in the area throughout the project. These are consistently on display at Goldthorpe Library.

Print Media –
newsletter

Updates to be included in local newsletters including Barnsley Council’s Spotlight magazine, newspaper press releases and adverts, and leaflets as required.