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MEETING:	Dearne Area Council
DATE:	Monday, 16 November 2015
TIME:	10.00 am,
VENUE:	Meeting Room, Goldthorpe Library

AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

Minutes

- 2 Minutes of the previous meeting of Dearne Area Council held on 14th September, 2015 (Dac.16.11.2015/2) *(Pages 3 - 8)*

Items for information

- 3 Presentation from the Coalfields Regeneration Trust

Performance

- 4 Performance of commissioned services and Area Council financial position (Dac.16.11.2015/4) *(Pages 9 - 36)*

Items for decision

- 5 Update on the procurement of environmental enforcement. (Dac.16.11.2015/5) *(Pages 37 - 86)*
- 6 Housing enforcement (Dac.16.11.2015/6) *(Pages 87 - 88)*

Ward Alliances

- 7 Notes from the following Ward Alliances (Dac.16.11.2015/7) *(Pages 89 - 94)*
Dearne North – held on 29th September, 2015
Dearne South – held on 14th October, 2015
- 8 Report on the Use of Devolved Ward Budgets and Ward Alliance Funds (Dac.16.11.2015/8) *(Pages 95 - 100)*

To: Chair and Members of Dearne Area Council:-

Councillors Noble (Chair), Brook, Gardiner, Gollick, Sixsmith MBE and Worton

Area Council Support Officers:

Kath Harris, Dearne Area Council Senior Management Link Officer
Claire Dawson, Dearne Area Council Manager
Joe Micheli, Lead Locality Officer
Peter Mirfin, Council Governance Officer

Please contact Peter Mirfin on 01226 773147 or email governance@barnsley.gov.uk

Friday, 6 November 2015

MEETING:	Dearne Area Council
DATE:	Monday, 14 September 2015
TIME:	10.00 am
VENUE:	Meeting Room, Goldthorpe Library

MINUTES

Present

Councillors Noble (Chair), Gollick and Worton

19 Declarations of Pecuniary and Non-Pecuniary Interests

There were no declarations of pecuniary or non-pecuniary interests.

20 Minutes of the Previous Meeting of Dearne Area Council held on 27th July, 2015 (Dac.14.09.2015/2)

The meeting received the minutes from the previous meeting of Dearne Area Council held on 27th July, 2015.

The meeting was made aware that there were ongoing discussion between senior officers within the Council and Kingdom Security to address any issues with parking enforcement.

RESOLVED that the minutes of the Dearne Area Council meeting held on 27th July, 2015 be approved as a true and correct record.

21 Clean and Tidy Service

The meeting welcomed John Twigg from Twiggs Grounds Maintenance, the contractor delivering the Clean and Tidy Service. It was noted that the service had commenced on 1st September, 2015 delivering an interim work plan, with arrangements in place to develop more substantive work plans with both Ward Alliances in the Area.

Members noted that a steering group would be convened shortly, which would promote working relationships with other environmental groups in the area, and avoid duplication.

The meeting heard how three full time members had been allocated to the area as part of the contract. This included an apprentice who had initially started with Twiggs on a work placement delivering a contract for Central Area Council.

It was noted that feedback from Members and residents had been positive in the first two weeks of the contract, and the area was already improving visually.

22 Dearne Area Council Performance Update including financial position (Dac.14.09.2015/4)

The item was introduced by the Area Council Manager. Members were reminded of the contracts currently operating; Training for Employment running until 31st March, 2016; Environmental Enforcement running until 31st March, 2016; the Clean and Tidy

Service which had recently commenced; and the Private Sector Housing Management contract.

£121,718 of the Area Council budget for 2015/16 remained unallocated. In addition £14,110 of income from Fixed Penalty Notices was forthcoming, leaving £135,828 to allocate in the current financial year.

The meeting considered the performance of currently funded contracts. It was noted that performance against the Training for Employment contract continued to be positive, and there were no issues to report. Members stressed the need to ensure DECV received appropriate credit for the success of the project in addition to VAB.

Members stressed the desire for training to remain in the current venue and, if possible, would also like to see DWP return to undertake complementary job search alongside the project.

The meeting noted that a presentation on Area Arrangements was being prepared for Barnsley Leadership Team, in which the success of the Training for Employment contract would be highlighted as a case study.

With regards to the Environmental Enforcement contract, it was noted that 58 Fixed Penalty Notices had been issued, of which 50 were for littering and 8 for dog fouling. In addition 40 notices had been issued for parking violations. Members noted that many of the offences were as a result of intelligence being provided, and the meeting heard of a campaign being organised to highlight the issue of dog fouling and encourage reporting. It was suggested that this issue also be included in the community magazine.

Members noted that the Clean and Tidy service, as discussed under the previous item was making significant progress despite only recently starting.

The Area Council Manager made the meeting aware that mechanisms for reporting the performance of the Housing Management service level agreement had now been finalised, and this would be reported into future Area Council meetings.

RESOLVED the report be received.

23 Environmental Enforcement Service (Dac.14.09.2015/5)

The Area Chair introduced the item, referring to the existing contract, which was being delivered until 31st March, 2016. It was noted that the contract had an annual cost of £32,118 for one full time officer, currently employed by Kingdom Security, and relevant support from BMBC Community Safety to provide uniforms, and to process fines and payments.

It was acknowledged that a further procurement exercise would need to be undertaken if Members wished for a service to continue after 31st March, 2016. It was noted that a number of other Area Councils were in a similar position, and were interested in continuing to provide an Environmental Enforcement service. Combined, this would exceed EU financial thresholds and therefore would need to go through a more extended procurement process. However, it was noted that though it

would be a combined commission, this would be separated into smaller 'lots' with associated contracts, enabling more local management.

Members were supportive of re-commissioning an Environmental Enforcement Service at the current level for an additional year, with the opportunity to extend this should the need remain, and the finance be available.

RESOLVED

- i) that the Environmental Enforcement Service be re-commissioned for a year, with an opportunity to extend for an additional year, at a cost of approximately £30,955 per annum to provide one officer and associated costs, with a view to commencing 1st April, 2016;
- ii) that further detail be brought to a future meeting of Dearne Area Council for discussion.

24 Dearne Development Fund (Dac.14.09.2015/6)

The Area Council Manager introduced the item, referring to an exercise recently having been undertaken to map community action and services in the area against area priorities.

The exercise showed the significant amount of action in the area. The paper circulated proposed the adoption of a 'Dearne Development Fund'. Two slightly different process were suggested, one for grants of £1-5,000 and another for £5-15,000, with a total allocation of £80,000. The fund would build on the positive work already being undertaken and support existing groups and agencies to further contribute to delivering against the Area Council priorities.

It was suggested that the Area Council holds two rounds of the fund, with applications sought prior to November and January deadlines, in order to allocate funds before the end of the financial year.

It was proposed that a panel be established to assess grants, and make recommendations as to which should be approved, with final approval being delegated to the Service Director Stronger, Safer and Healthier Communities.

Members supported the establishment of the fund, acknowledging the ability to extend the good work already being undertaken in the area. The composition of the panel was discussed, and it was agreed that this comprise of an Elected Member from each Ward, alongside a resident from each Ward and a member of the Area Team.

The meeting discussed the draft application guidance notes and application forms circulated. It was noted that the guidance suggested that beneficiaries should primarily be from the Dearne North and South Wards. It was noted that there may be small numbers from just outside the area benefitting, but that to monitor projects to ensure only residents in the two Wards in the area benefitted would be unduly bureaucratic.

RESOLVED:-

- i) that the research and scoping exercise carried out by the Area Team be noted;

- ii) that £80,000 be allocated to establish the 'Dearne Development Fund' with organisations able to apply for grants from £1-15,000 in the 2015/16 financial year;
- iii) that the Dearne Development Fund guidance notes and application forms be approved;
- iv) that a Dearne Development Fund panel be established to consider applications and make recommendations for approval with a membership comprising of one Elected Member and one resident from Dearne North, one elected Member and one resident from Dearne South, and a member of the Area Team;
- v) that the Service Director, Stronger, Safer and Healthier Communities be authorised to approve grants of between £1,000 and £15,000, up to a combined total for £80,000 following consultation with the Dearne Development Fund panel.

25 Notes from the Dearne Approach Steering Group held on 24th August, 2015 (Dac.14.09.2015/7)

Members considered the notes from the meeting held on 24th August, 2015.

It was suggested that, in Councillor Gardiner's absence, Councillor Worton attends the meeting.

Members heard how the meeting was very positive, with lots of action and community involvement.

The meeting discussed engagement with landlords in the area and the positive steps being made. It was noted that landlords are now networking with each other and a 'Renting Ready' course being organised.

RESOLVED that the notes from the Dearne Approach Steering Group be received.

26 Notes from the following Ward Alliances (Dac.14.09.2015/8)

The meeting received the notes from the Dearne North Ward Alliance held on 28th July, 2015. A number of comments were made about the positive nature of the meeting, with self assessment/improvement plans being developed and roles for Ward Alliance members being assigned.

RESOLVED that the notes from Dearne North Ward Alliance be received.

27 Report on the Use of Devolved Ward Budgets and Ward Alliance Funds (Dac.14.09.2015/9)

The report was introduced by the Area Council Manager and Members noted the significant proportion of Devolved Ward Budget allocated in both wards. It was noted that £3,268.88 remained in the Dearne North Ward and £4,196.64 in Dearne South. Members acknowledged that the decision to devolve Area Council funds to the Ward level could be revisited should there be a need in the future.

Due to the success of the bulky waste collection scheme, it was suggested that further finance be allocated to this, should the current allocation be exhausted.

With regards to Ward Alliance Funds remaining, it was noted that £11,928.85 remained for Dearne North and £10,470.65 for Dearne South, and the need to accelerate project development to make use of the funds was stressed.

Members noted that the Area Team had established a means by which to monitor the expenditure of the Ward Alliance Fund, and the volunteer hours generated, which would be used to feedback to Ward Alliances.

RESOLVED that the report on the Devolved Ward Budgets and Ward Alliance Funds be received.

Chair

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BARNSELY METROPOLITAN BOROUGH COUNCIL

DEARNE AREA COUNCIL 16th November 2015

**Report of the
Dearne Area Council Manager**

Dearne Area Council Performance Update including financial position

1.0 Purpose of Report

- 1.1 This report provides an updated financial position for all Dearne Area Council spend, and outlines the unallocated amount remaining for 2015/16 and 2016/17
- 1.2 This report provides members with an update on the delivery of the Dearne Area Councils current commissions.

2.0 Recommendations

- 2.1 Dearne Area Council members note the updated financial position for all Dearne Area Council spend and the unallocated amounts remaining for 2015/2016. Details are contained in Appendix One.
- 2.2 That members note the continued progress of the three Dearne Area Council commissions

3.0 Financial update

- 3.1 With agreement from the Dearne Area Council on the 14th of September 2015 £80,000 was allocated to the Dearne Development Fund in order to meet the Dearne Area priorities. Taking this allocation into consideration means that the Dearne Area council have spent £213,720.00 of this year's budget bringing the total amount unallocated to £ 41,718.00. This remaining amount does not include the **£15,720.00** income from fixed penalty notices. Therefore with income included a total amount of **£57,438.00** remains in the Dearne Area Councils 2015/16 budget.
- 3.2 No clear indication has been given regarding the future budget allocations for Area Councils post 2016-17. Central Government's Summer Budget was announced on the 8th July 2015. This will inform BMBC's budget planning and further information will be available in the autumn. However within the financial breakdown for 2016/17 the cost of the enforcement service that was agreed at the Area Council is shown.

4.0 Current Commissions

4.1 Training for employment

During quarter four, which is the period June 2015-September 2015 a total of

14 people had entered local employment which brings the total that have entered employment to 40 during the 11 months this contract has been operational. Based on the theory that each person going into employment was previously claiming job seekers allowance £73.10, the wider social return on each participant gaining employment would be an economic saving of £292 per month. In the 12 months since this contract started 40 people have secured employment. £292 (JSA per month) x 40 (participants) = **£11'680**. If all of the individuals stayed in employment for 12 months the social return on investment for those 40 individuals would be **£140'160**

See appendix two for full report.

4.2 **Enforcement**

During this period 51 FPN's and (25 PCN's for parking) have been issued in the area. 47 of these have been for littering offences and 4 for dog fouling offences. Research on CIVICA indicates that to date, 74% of the revenue has been raised from the notices issued in the Dearne Area. The Revenue raised thus far from FPN's (Fouling and Littering) this quarter of the contract beginning Aug 2015 until end of Sept 2015 is **£1,610.00** bringing the total revenue raised from this contract to **£15,720**.

See appendix three for the full report

4.3 **Twiggs**

Twiggs commenced delivery on the 1st of September 2015. They have been provided with an interim work plan until the Dearne North and South Ward Alliances have had chance to discuss other areas of work. To date Twiggs have engaged with 8 Businesses in relation to events. They have also worked alongside 3 Established groups and on one of the events enlisted the help of 17 volunteers.

Twiggs have targeted approximately 137 areas within the Dearne and have picked 177 bags of litter over the 2 wards. In total they have worked 33 days within the area which comes to approximately 800 man hours to date tackling various jobs

Finally they have had over 50 positive comments through engagement with the public and received 12 handwritten feedback forms by members of the public who wished to share their views.

See appendix four for report and appendix Five for completed work schedule

4.4 **Housing enforcement**

In the Dearne Area there is an investigations and enforcement officer that has been in employment since November 2014 and private sector housing officer

that has been in the area since April 2014. Monitoring meetings have been arranged between the Area Manager and the senior enforcement officer. This is the first report to the Area council.

During the months July to September 2015 the service dealt with **182** complaints and requests for service. All cases that closed within quarter 2 are recorded as having a successful outcome.

In a recent breach of community protection notice the individual received a £400.00 fine, £120.00 Court Cost, £40.00 Victim surcharge and £150.00 Criminal Court Charge

See appendix six for full report

4.5 **Dearne Development Fund**

At the Dearne Area Council on the 14th of September 2015, £80,000 was allocated to the Dearne Development Fund in order to meet the Dearne Area priorities. There have been 7 applications so far and the deadline for applications is the 20th of November. The panel consisting of two residents, Cllr Worton and Nobel, The Area manager and CDO will meet to discuss allocations on the 25th of November 2015.

5.0 **Appendices**

Appendix One: Financial Update
Appendix Two: Training for Employment
Appendix Three: Environmental Enforcement
Appendix Four: Twiggs interim report
Appendix Five : Twiggs completed work schedule
Appendix Six : Housing Enforcement

Officer:
Claire Dawson
Dearne Area Council Manager

Tel:
01226 775106

Date:
16th November 2015

Appendix one: Financial Update

Area Council Spend	2014/2015		2015/2016	2016/2017
	£ 200,000.00		£ 200,000.00	
			+£ 55,438.00	
			£ 255,438.00	
Environmental Enforcement	-£ 27,181.00		-£ 18,465.00	-£ 31,000
Environmental Enforcement - BMBC contribution	-£ 8,000.00		-£ 3,255.00	
Training for Employment	-£ 74,381.00		-£ 37,000.00	
Private Sector Rented Housing Management / Enforcement	-£ 35,000.00			
Dearne Clean & Green			-£ 75,000.00	
Dearne Development Fund			-£ 80,000.00	
Total spend	-£ 144,562.00		-£213,720.00	
Allocation remaining			£41,718.00	
			+£ 14,110.00	
FPN income received			+£ 1,610.00	
Final Allocation remaining	£ 55,438.00		£ 57.438.00	

Appendix Two: Training for employment

Training for employment- VAB and Dearne Electronic Community Village

Background

Following consultation and intelligence from the research team The Dearne Area Council agreed that the priorities for the Dearne Area would be as follows:

- Improving the economy
- Young People
- Skills and learning for work
- Environment
- Improving Health







Unemployment is one of the biggest issues in the Dearne Area. Therefore Voluntary Action Barnsley (VAB) and Dearne Electronic Community Village have been commissioned to provide training for employment service in the Dearne Area. The contract was awarded from 3rd August 2014 until the 31st March 2016 with a full contract price of £112.000.

This contract meets three of the priorities by way of improving the economy (people gaining employment), skills and training for work and improving health (both mental and physical by way of giving people a focus).

The service operates from the Salvation Army, Dearne electronic community village, Embankment centre and the Dearne community children's centre. The figures below are the actual numbers for the period 20th June to 17th September 2015 which is quarter 4 of this contract but quarter 2 in financial years.

Training for employment – Quarter 4 report received on 21st

September

Skills and learning for work		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	
Improving the economy	Milestones achieved	
	Outcome indicator targets met	
	Social value targets met	
Improving Health	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

Activity Intervention Targets

	Quarter 1		Quarter 2		Quarter 3		Quarter 4		Year 1 Totals	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual
Learners Recruited	8	44	8	45	8	37	8	50	32	176
Learners achieving qualification	8	5	8	39	8	12	8	18	32	74
Learners into employment	2	4	2	14	2	8	2	14	8	40
Learners into local employment	1	4	1	14	1	8	1	10	4	36
Learners into further Training	2	10	2	10	2	18	2	16	8	54

Secured local employment

During this quarter 14 people have secured employment that is 40 in the 11 months the contracts been operational. Examples of the local employment opportunities are below:

- BK – Capita - Call centre Staff - Full Time
- LW - Excel Servicing - Field Service Engineer - Full time
- MP (Was employed last report, was on a temp contract, is now back in work) - ASOS Picker
- DP - A&S Packing - Warehouse Operative - Full time
- MW - Highgate allotment/Havenfield Lodge - Volunteer Co-ordinator/Befriender - 14hrs/16 hrs
- IP - Safe Style – Sales - Full time
- MH - Safe Style – Driver – Full time
- CN (Was let go from his Capita job, now employed again) – BT - Call handler - Full time
- JR - Company Shop - Sales assistant - Part Time
- DR - Care work
- MH – Ikea distribution Warehouse - Full time
- PF - Caterpillar Progress Rail – Sales - Full time
- DM - New York Bagel Company - Full time
- WH - Ultima Kitchens - Full time

Further training

Some of the further training that participants have been referred to is highlighted below:

- Health and Social Care AGE UK In process

Referrals to other support services

- CC - Volunteering SA Shop/Supported Volunteering - Helping 3 days a week - In application process
- CS - CFR Volunteering - In process of waiting on DBS check

Outcome indicators

<u>Outcome indicators</u>	<u>Quarter 1</u>		<u>Quarter 2</u>		<u>Quarter 3</u>		<u>Quarter 4</u>		<u>Year 1 Totals</u>	
	<u>Targ et</u>	<u>Actu al</u>	<u>Targ et</u>	<u>Actu al</u>	<u>Targ et</u>	<u>Actu al</u>	<u>Targ et</u>	<u>Actu al</u>	<u>Target s</u>	<u>Actu al</u>
<u>Unemployed People working towards making a positive contribution.</u>	<u>8</u>	<u>37</u>	<u>8</u>	<u>42</u>	<u>8</u>	<u>37</u>	<u>8</u>	<u>42</u>	<u>32</u>	<u>158</u>
<u>Unemployed People taking control over their life & activities</u>	<u>8</u>	<u>37</u>	<u>8</u>	<u>42</u>	<u>8</u>	<u>37</u>	<u>8</u>	<u>42</u>	<u>8</u>	<u>158</u>

Social value objectives

	<u>Quarter 1</u>		<u>Quarter 2</u>		<u>Quarter 3</u>		<u>Quarter 4</u>		<u>Year 1 Totals</u>	
	<u>Targe t</u>	<u>Actu al</u>	<u>Targe t</u>	<u>Actu al</u>	<u>Targe t</u>	<u>Actu al</u>	<u>Targe t</u>	<u>Actu al</u>	<u>Target s</u>	<u>Actu al</u>
Unemploye d people having more confidence & self esteem to be able to access work or move on to	8	37	8	42	8	37	8	42	32	158

further training.										
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Employer Engagement

This quarter we have engaged with Safestyle UK, they wanted to recruit in the Dearne area and were looking at ways they could get in touch with local job seekers. They were happy to talk to anyone wanting to work and find out if there was anything suitable for them within their business. They were prepared to provide transport and even fund clothing if needed. They would support anyone who was willing to give their company a chance. Lee Osbourne from Safestyle UK came to several job clubs and spoke to our clients, some of which took up the training offer he had. The jobs on offer weren't for everyone, but a lot were willing to try it and see. Safestyle were clear in the fact that they knew it would be for everyone, but were willing to give people a try too. There were a few success stories from Lee coming to the job clubs. We still have contact with Lee now and if we have new clients attend that may be suitable or interested we still refer to Lee.

Social return on investment

Based on the theory that each person going into employment was previously claiming job seekers allowance £73.10, the wider social return on each participant gaining employment would be an economic saving of £292 per month. In the 12 months since this contract started 40 people have secured employment.

£292 (JSA per month) x 40 (participants) = **£11'680**. If all of the individuals stayed in employment for 12 months the social return on investment for those 40 individuals would be **£140'160**

Therefore for every month those 40 employees are in employment a wider social return on investment is made. This figure does not take into consideration that some of them may have been claiming DLA, receiving housing benefit or contributing by way of paying taxes. The other positive value would be because of being in employment (having more money to spend) they may be contributing more to local businesses.

This very basic figure also does not take into consideration that because they may be more fit and active, mentally and physically, they are less likely to access front line services, again lessening the financial burden on wider service provision.

Beneficiary Feedback

I spoke to Rory on the phone (for a good hour!) before even attending the session. I needed to explain that although I could use a computer in my previous job I didn't have the basic knowledge to even send an email! I was also confused about the job centres requirements

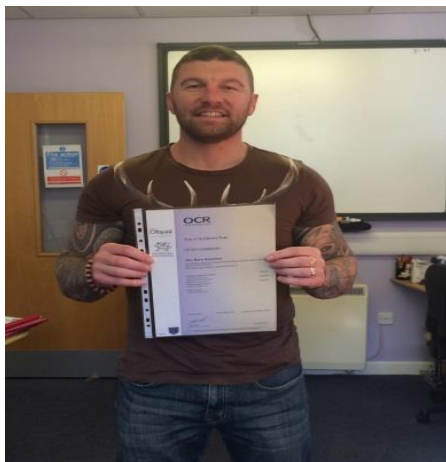
of me and was nervous about the process. My CV was ok but needed an upgrade. Rory was great at putting me at ease, making me feel welcome and (unlike previous experiences) gave me all the attention and time I needed, despite having to juggle as others were attending the workshop. He did manage to give me some 1 to 1, which I was very grateful for. I'm so pleased to be back in F/T employment and now have the added bonus of Computer skills!

Beneficiary Feedback

Rory has been a massive help in helping me achieve a new direction in my life. What started as a light-hearted chat turned into my new career! He has helped me not only with my marketing, including photography and web design, but has also put me through a qualification and gave me advice and guidance in starting a small business, plus links to providers who can help with setting up a small business. Thankyou for all the help so far!

Beneficiary Feedback

I like that Rory helps me look for job that I would like, and I apply for that job, and the Job Centre, they don't do that with me. They help you much better here. That is what makes me want to come here all the time. Whatever help you need, Rory will help you. If you're looking for a job he will help you with the jobs you want. What I'm looking for is retail and now I've done some applications I'm hoping for an interview. I can use computer for looking up any jobs. Once I've looked for a job I e-mail, I check in my e-mail if anything comes up. I had a reply yesterday, so I sent back a reply today. Here they have computers, everything you need: stamps, envelopes and Rory will even send it for me.



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Appendix Three: Environmental Enforcement

Kingdom security

Dearne (extension) performance report Aug 2015 – Sept 2015

Environment		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
	Milestones achieved	●
	Outcome indicator targets met	●
Growing the economy	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

A comprehensive Quarter 2 (Aug-Sept 2015) monitoring report was submitted by Kingdom Security on 8th October 2015, and the subsequent joint contract/performance management meeting (with the Central Area Manager) was held on 8th October 2015. As illustrated in the table above, there is overall satisfaction that Kingdom is performing well and is making good progress in line with the contract. The social value targets are now being met as the restorative justice scheme is now up and running with 26 young people taking part.

A brief summary of the Kingdom contract progress during Quarter 2

During this period 51 FPN's and (25 PCN's for parking) have been issued in the area. 47 of these have been for littering offences and 4 for dog fouling offences. The FPN/PCN combined numbers have increased over the last few months. Officers are concentrating their patrols around intelligence led information from the tasking process and also from complaints on the street, from the community at large. The intelligence received for the Dearne Area is relatively low therefore an exercise will need to be undertaken in order to understand the barriers of reporting.

DEARNE	FPN Littering	FPN Dog Fouling	PCN Parking	total	Dearne North	Dearne South
Week 03/08/15	9	0	4	13	8	5
Week 10/08/15	4	1	0	5	3	2
Week 17/08/15	1	0	4	5	4	1

Week 24/08/15	3	1	5	9	5	4
Week 31/08/15	5	0	3	8	4	4
Week 07/09/15	17	0	6	23	15	8
Week 14/09/15	3	1	2	6	4	2
Week 21/09/15	5	1	0	6	3	3
Week 28/09/15	0	0	1	1	1	0
Total	47	4	25	76	47	29

During the contract monitoring meeting it was apparent from the submissions that more tickets were being issued in Dearne North. The total patrolling hours were also more in Dearne North Therefore Kingdom are working with their staff in order to rectify this to ensure equal patrolling hours across the two areas.

A brief summary of overall performance

DEARNE	FPN Littering	FPN Dog Fouling	PCN Parking	Total	Dearne North	Dearne South
Nov 2014-Jan 2015	84	5	16	105	69	36
Feb 2015-Apr 2015	120	9	32	161	119	42
May 2015- July 2015	50	7	38	95	62	33
Aug 2015-Sept 2015	47	4	25	76	47	29

Total	301	25	111	437	297	140
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A number of prosecutions files have been submitted for Littering and Dog Fouling. All these to date have been successful. Kingdom have also had Court trials for those disputing the offence and again been successful to date. The next batches for court appearance are in Oct 2015. At this time of reporting offences committed in November / December 2014 were dealt with on 25th Sept. Cases for tickets issued during October will not be heard until late 2016.

Added Value.

Research on CIVICA indicates that to date, 74% of the revenue has been raised from the notices issued in the Dearne Area. The Revenue raised thus far from FPN's (Fouling and Littering) this quarter of the contract beginning Aug 2015 until end of Sept 2015 is **£1,610.00**

INTERIM REPORT

In our brief time on this contract we feel we have made a significant difference in not only the visible effects of the wards but also on the public's opinion of services provided.

We have been involved with 3 volunteer groups and have set up a date for Wednesday 4th November to work alongside the Hill primary school where we will be starting with our education on the plights of littering.

Here are our achievements in numbers:

- **8 Businesses** engaged with in relation to events
- **3 Established groups** worked alongside
- **17 volunteers** enlisted during our **1st** led Event day
- **177 bags of litter** picked over the 2 wards
- **33 days** in the area
- Approximately **800 man hours** to date tackling various jobs
- **Over 50 positive comments** through engagement with the public
- **12 handwritten feedback forms** by members of the public who wished to share their feelings

Please also find attached our daily record sheets that outlines all the work completed to date, outlining litter amounts, visit frequency, areas of identified fly tipping, needle drop areas and all the added value jobs we have identified above and beyond.

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Dearne Area
Twiggs Grounds Maintenance Ltd - Clean and Tidy Team

Date/Area	Description of works	Category	Waste amounts	Green waste amounts	Notes for Contract Manager	Twiggs Notes	GC-Grass cutting LP-Litter Picking PF- Public Footpaths LC- Leaf Clearance SB-Silty Bottoms SM - Shrub Maintenance SP - Special Projects
Tuesday 1st September	Area walkabout with Marie Goldthorpe Library	LP,GC,SM,SB,LC,PF	3	100% reintrodced	1/5 completed		
Wednesday 2nd September	Goldthorpe Library Houghten Road/ Carpark Goosacre avenue, Garage site	LP,GC,SM,SB,LC,PF LP,GC	3.5	100% reintrodced	2/5 completed		
		SM,LP,GC,	1.5	100% reintrodced	1/3 completed		
Thursday 3rd September	Tudor street, Snicket Tudor street, Carpark Goldthorpe Library	GC,LP,SM,PF,SB	7	100% reintrodced	Drains blocked - Flytipping 3x volunteers from neighbouring houses Jordan, Harry, Blake	NOTE THIS	
		GC,LP,SM,PF,SB	2				
		LP,GC,SM,SB,LC,PF					
Monday 7th September	Goldthorpe Library Goosacre avenue, Garage site Goosacre Avenue, Snicket	LP,GC,SM,SB,LC,PF	0.5	100% reintrodced	will take several months to complete full footpath intermittently		
		SM,LP,GC,	1	100% reintrodced			
		GC,LP,PF,SB	0.5				
Tuesday 8th September	Goldthorpe Library Barrowfield Road, Phoenix park Snicket	LP,GC,SM,SB,LC,PF	1	100% reintrodced	3/5 completed		
		LP,GC,SM,SB,PF	2.5				
Wednesday 9th September	15 Westmore Clos - Sue Precious Thurnscoe pond St Andrews sq	SP*, SM,LP,PF,SB	0.5	100% reintrodced		Special project	
		GC,LP,SM,PF	0.5				
		LP	1				
Thursday 10th September	Goldthorpe Library Station Road/ school street St Andrews Sq Lidget Lane, Pond entrance	LP,GC,SM,SB,LC,PF	0.5	100% reintrodced 100% reintrodced	4/5 completed		
		SM,LP,SB					
		SM,LP,SB LP,GC,PF,SB	2.5				
Friday 14th September	Goldthorpe Library Barrowfield Road, Field entrance Houghten Road/ Carpark Angel Street/ High street	LP,GC,SM,SB,LC,PF	1		5/5 completed initial cutback ** 12x needles found		
		SM,LP,PF,SB,GC					
		LP,GC SB,LP,PF	5 2				
Tuesday 15th September	Lidget Lane, pond entrance Goosacre av, Footpath Merrill road, footpath	GC,LP,PF,SB	3				
		GC,PF,SB	1				
		SM,PF,GC,SB	1.5				
Wednesday 16th September	Lockwood street, underpass Highgate Lane, TPT entrance	LP,SM,GC,PF	3		Flytipping in Dyke Bin Needed		
		SM,LP,GC,PF,SB	4				
Thursday 17th September	Rectory Lane, footpath Southfield cresent, footpath Burnside, field entrance & middle entrance	PF,SB,LP,	0.5		Needs a dog foul bin		
		GC,SM, LP,SB, PF					
		GC,LP,SB,PF	1				

	Goldthorpe Library	LP,GC,SM,SB,LC,PF	1.5		Needle found	
Monday 21st September	Carfield Lane, Footpath TPT St Andrews sq Billingley View, footpath Railway View	GC,SM,PF,LP,SB LP GC,LP,LC,SM SM,SB,PF,LP,GC	3 1 1.5 0.5	100% reintrodced	needs dog bin	
Tuesday 22nd September	Tudor st, Footpath Lidget close carpark George Street, Top footpath George street, bootom footpath	GC,SM,PF,SB,LP GC,PF,SM,LC,LP,SB GC,SM,LP SM,GC,LP,PF	0.75 1.5 0.5 1		Flytipping Flytipping	feedback off no73
Wednesday 23rd September	Lockwood street, underpass Kathleen street, planters Wellington street, bottom planter Risedale road, allotment entrance	GC,SM,PF,SB,LP SM,SB,LP SM,SB,LP GC,LP,PF	0.5 1.5 0.25 1	100% reintrodced		
Thursday 24th September	**Thurnscoe res EVENT ** Goldthorpe road, Beside NHS centre	GC,LP,SM,PF GC,LP,SM,PF	16			
Monday 28th September	Lidget lane, res entrance Barrowfield Road underpass Walbert Av, footpath to highstreet Walbert Av, footpath to park Pagnell Av, footpath	GC,SM,LP,SB,PF LP GC,SM,LP,PF,SB GC,LP,SB,PF GC,SM,PF,SB,LP	1.5 0.5 3 0.25			
Tuesday 29th September	Goldthorpe Library Lockwood street underpass	LP GC,SM,LC,LP,SB	4			
Wednesday 30th September	Goldthorpe Road youth centre, banking Coniston drive footpath Moari Avenue footpath Moari Avenue bmx park	GC,LP GC,PF,LP,SB PF,SB GC,LP	1.5 0.5 0.25		Need to check ownership	
Thursday 1st October	cross street cooperative street beevor strret victoria street Rectory close footpath and bridges York Street/ Lancaster street footpath	LP LP LP LP GC,LP,SM,LC GC,LP,PF,SB,SM,LC	0.5 3 0.5 1 2		need to check ownership Flytipping	
Monday 5th October	Goldthorpe library Carrfield lane, Highgate St andrews square	LC,LP,SB LP SB	2 1		Spoke to businesses about event, very ppositive, measured for chain link approx 31 m	
Tuesday 6th October	Pheonix park footpath Goldthorpe library Billingley drive footpath Thurscoe park meeting	LP,SB,LC,PF SB,LP,SM GC,LP,LC,PF	1 0.2 0.2		identified areas we can assist and arranged event with hill primary	

Dearne Area
Twiggs Grounds Maintenance Ltd - Clean and Tidy Team

Wednesday 7th October	Kendal drive footpath beside allotment	GC,LP,PF,LC	0.25			
	Kendal drive footpath	SM,GC,LC,PF,LP	0.2	100% green waste re introduced		
	Carrfield lane walk over	GC,LP,PF,LC	1			
	Sewage lane footpath	GC,SM		100% green waste re introduced		
Thursday 8th October	Bolton					
	Broadwater field entrance	GC,SM,LP,SB,PF	4			
	Billingley view	GC,SB,PF,LP	0.25			
	Highgate lane, footpath	GC,SM,LP,PF	0.25			
	Gooseacre Av Garage Plot	GC, LP	1			
	Goosacre Snicket (side of school)	GC,LP	0.25			
	Welfare Road Snicket (near Paulines Park)	LP	1.5			
	Goldthorpe					
	Gosling Gate inc weeding planters	SB, LP	0.25			
	Cooperative St, Victoria St, Cross St, Beevor St	LP	5			
	Fredrick St, Polar Av	LP	1.5			
Wednesday 14th October	Thurnscoe					
	Thurnscoe Park - inc. weeding, hoeing and raking	GC, SM, PF				
	Billingley Drive	GC, LP	0.25		Event here on 4th Nov. School Kids Involved	
Thursday 15th October	Goldthorpe					
	Wellington St - 15 Stumps Removed along with green waste removed and raked level	LP, SB	1			
	Goldthorpe/ Bolton					
	Green Lane Public Footpath	PF, GC, LP	0.25			
	Side Road off of Green Lane	SB				
	Goldthorpe Library - Leaves blown from carpark	LP, SB	1			
Monday 19th October	Thurnscoe					
	Lockwood Lane	GC, PF, LP	3			
	Lidget Lane from Bridge to Tip	LP	3.5			
	basildon road footpath etrance	GC,PF,LP,LC	2			
	Billingley drive/ Pagnell Av footpath	PF,GC,LP,LC,SM	0.25			
	Res carpark	GC,LP,LC,PF	0.5			
Tuesday 20th October	Thurnscoe					
	Phoenix Park, footpath	GC,LC,PF,LP	0.5			
	Lindley cresent, underpass	GC,PF,LC,SB	0.25			
	Pangbourne rd, snicket	GC,SM,LC,PF,LP	3			
	Pangbourne rd snicket 2	GC,LP,PF,LC	2			
	High Street- Walbert av	GC,PF,LC,LP	0.25			
	Walbert Av - Hampole drive	GC,LP,PF,LC	0.5			
Wednesdasy 21st October	Bolton					
	St Andrews Square Event	SM,LP,LC,SB	7			
	Goldthorpe					
	Probert Av, footpath	LP,SM,GC,SB,PF,LC	6			
Thursday 22nd October	Goldthorpe					
	Goldthorpe library	GC,LC,SB,LP	2			
	Gosling gate,Kelly st,Queen st, King st, Lockwood rd	LP	1.5			
	Youth centre off goldthorpe green rd banking	GC,LP,PF	0.5			
	Bolton					
	South drive snicket nr willowcroft housing	GC,LP,PF	0.5			
	Dearne rd, west av and snickets	LP,GC,SM	3	100% green wast erecycled		

Dearne Area
Twiggs Grounds Maintenance Ltd - Clean and Tidy Team

Monday 26th October	Goldthorpe			
	Coop st, victoria st,cross st, beevor st	LP	3	
	Goldthorpe library	SM,LP,LC,	0.75	
	Fieldsend road	GC,SB,LC,PF,LP	0.2	
	Highgate lane footpath	GC,LC,LP	0.5	
	Bolton			
	Carrfield lane footpath	GC,PF,LP	0.75	
	Billingley view footpath	GC,LP,LC,PF	0.2	
	Park bottom off Goldthorpe green	GC	0.02	
Tuesday 27th October	Bolton			
	Carrfield lane grass verge	GC,LP,PF	2.5	
	Carrfield lane garage plot	GC,LP,SM,SB,PF	5	
	Goldthorpe			
	High street- barnburgh lane- Albert stree	LP	3	
Wednesday 28th October	Thurnscoe library	LC,SB,LP	0.2	
	Lidget lane	LP	2.5	
	Lockwood lane footpath	SB,LC,LP,PF	0.25	
	Tudor st res carpark	LP	0.75	
	Lidget lane res entrance	LP	0.25	
			176.97	

Fabulous feedebck from 4 residents/ allotment holders

Appendix six

COMMUNITY SAFETY & ENFORCEMENT SERVICE

Dearne Area Council Funded posts – Housing Management & Environment Officer and Enforcement & Investigation Officer

Quarter 2 report – July to September 2015

Our main objective is to contribute towards creating and sustaining safe and pleasant communities within private sector housing in the Dearne Area Council area. We will do this by proactively case managing issues that have a detrimental effect on others in the locality and by identifying and protecting our most vulnerable tenants and residents.

We are working with families and individuals, getting to know our communities and getting access to homes that previously have not had the benefit of any kind of support. We are identifying problems and issues and using effective risk assessment to decide on the most appropriate responses.

We aim to encourage communities to work towards raising and setting own standards. This includes acceptable behaviour standards, environmental standards, housing and property standards.

This is a brand new approach to working in a sector emerging as the tenure with the most complex and diverse needs in the borough. The approach will necessarily adapt and evolve, addressing the key issues identified with a view to achieving and sustaining improvement of standards in the sector. By understanding the connections between vulnerability and the lived environment we will be better placed to contribute towards stronger more resilient communities.

We are currently awaiting changes being made to our ASB case management system that will enable us to report accurately on the number of vulnerable persons identified. This report contains information on the vulnerability of persons identified during the course of the officers' work.

As the Private Sector Housing & Environment Officer and Enforcement and Investigations Officers for the Dearne area our work is very high profile. We deal with all manner of issues which include Anti-Social Behaviour, Environmental, Private Sector Housing, Fly tipping and Littering. We attend Crime & Safety Groups, MAAG, Landlord Liaison and PACT meetings and the Salvation Army Church where issues/problems are raised in the local community, if we are unable to deal with situation is sign posted to the relevant agencies that are best suited to deal with the issues.

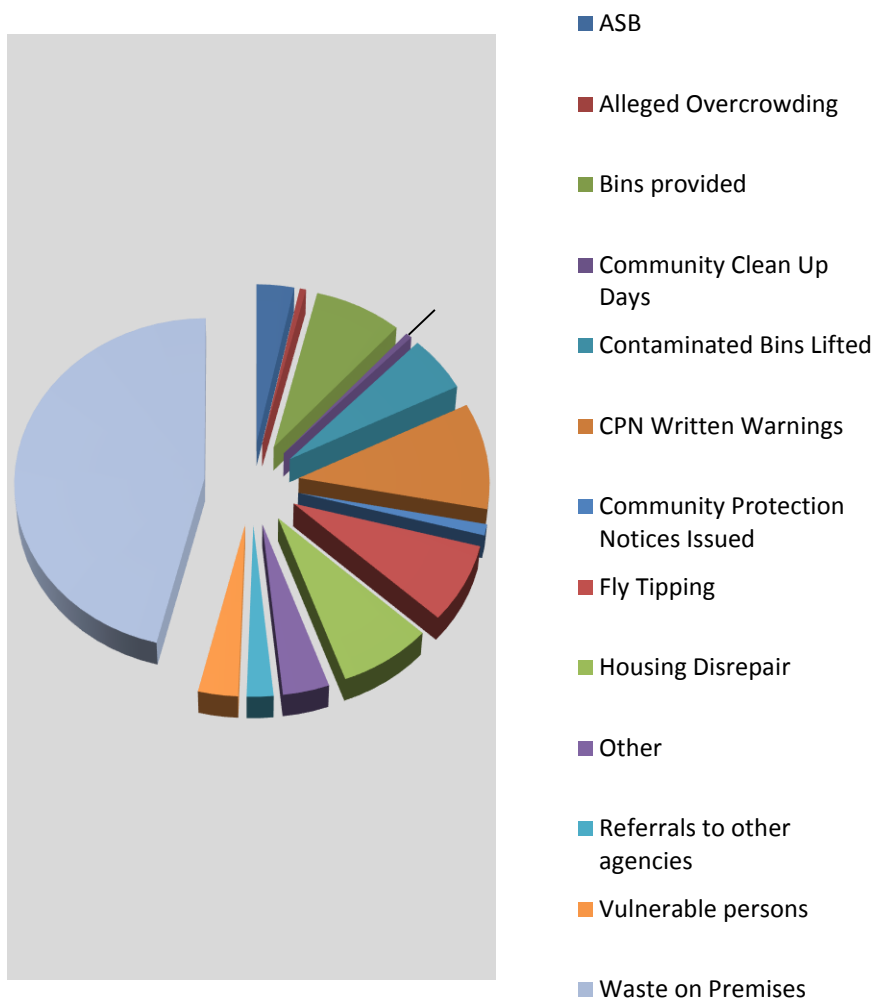
We are also involved in local community events, litter picking and clean up days. We work closely with other external agencies, (Police/PCSO's Fire Service, Social Services, Landlords/Letting Agents).

We have formed good working relationships with landlords, letting agents and local residents. We work with tenants within the Private Rented Sector with regard to any issues which have been brought to our attention and work with the Landlords to rectify the problems.

During the months July to September 2015 we dealt with 182 complaints and requests for service. All cases that closed within quarter 2 are recorded as having a successful outcome. All cases investigated within the quarter have been resolved informally.

This Report contains a cross section of issues that we have dealt with.

	ASB	OC	Bins supp'd	Bins lifted	Clean up days	CPN WW	CPN Ntcs	Fly Tipping	Hsg Dis/Vul People	Other.	Refrls	WOP	North	South
July	4	0	4	4	0	3	0	7	8	5	2	43	43	37
Aug	1	0	3	3	0	5	0	2	4	1	2	24	28	17
Sept	1	1	7	3	1	11	2	5	2	1	2	21	23	34



Anti-Social Behaviour

Working with a local family who have been referred to Social Services and have been put on a child protection plan, attended case conference in October to discuss, plan and work with mum to help make changes to the current home conditions, looking at what is working well e.g. children attending school regularly, the older children respond well to external professionals and sanctions. Also what isn't working so well and priorities such as the older children cause for concern, such as drugs and risk of Child Sexual exploitation?

Housing application forms completed for the family to help move them to a bigger property, on-going work with this family.

I have referred a vulnerable family to the victim and witness support officer, the family is experiencing problems with local youths in the area, verbal abuse, throwing eggs at windows, kicking the front door local police are aware of the issues and are dealing with the youths accordingly. Visited the family and provided diary sheets for them to log and anti-social behaviour issues they are experiencing, also looking at

personal alarms, letterbox guards and put up a dummy camera as a deterrent. On-going work with this family they are alcohol dependant.

Contaminated bins.

Contaminated bins which have been left in backings within the Dearne area are still being identified and reported to Waste Management for removal.

Fly tipping – no evidence.

Any fly tipping on pavement/highways and Council land within the Dearne area is still photographed and passed to Neighbourhood Services for removal.

Waste on Premises/Written warnings and CPN's issued.

87 Waste on Premises reports were received and investigated and occupiers spoken to asking them to remove the waste within 7 days. In some cases 11 CPN Written Warnings were issued on the tenant, or if the property was an empty property on the Landlord, instructing them to remove the waste within 14 days. **9** of these complied with the written warnings. Two failed to comply which resulted in a Community Protection Notice being issued.

Case Study

A tenant from Co-operative, Goldthorpe was issued with a Community Protection Notice after receiving complaints for local residents for untidy garden, the tenant did not comply and prosecution file prepared for court. He did not attend the hearing on Friday 30th Oct., So the case was proved in his absence and he was fined £400, plus £120 costs, plus £40 Victim Surcharge plus £150 criminal court charge – total is £710.

Waste on Premises

Co-operative Street, Goldthorpe.

A Written Warning was served on the Landlord giving him 14 days to remove the waste. This was not complied with so a Community Protection Notice was served on him informing him that if it was not removed then a Fixed Penalty would be issued. After the Community Protection Notice was served the waste was removed.



Vulnerable Persons/Housing Disrepair.

14 reports were received regarding housing conditions in Quarter 2. These ranged from defective electrics to damp and mould. Some of these cases have been resolved on an informal basis with others still ongoing, due to the vulnerability of the persons involved. **Updates will be provided in the next quarter on the ongoing cases.** The following case studies relate to tenants who reported housing disrepair issues but when visited were found to have other issues. These are being given advice and support.

Case Study

High Street, Goldthorpe, Rotherham.

Property is 3 bed roomed terrace and houses a woman of 35 years of age and her 18 year old son. During the visit a number of hazards were found which come under the Housing Act 2004, Housing, Health & Safety Rating System. On talking to the tenant it emerged that she had a number of personal issues resulting in her not going out on her own.

The tenant has got herself into a large amount of debt which she was not managing. Part of the debt included rent arrears both for this property and one she rented off the same Landlord in Thurnscoe and in June she received a Section 21 Notice from the Landlord stating that they were going to start proceedings to evict her if she did not begin to pay the arrears off.

We are supporting her into making a change and addressing her financial situation, this includes dealing with the Section 21 and have put her in touch with a charity who are setting up a payment plan to enable to pay her debts off and manage her monies. Before this help was offered, the tenant was paying a company £14 per month to do this on her behalf. This work and support is currently ongoing.

The housing hazards found at the time of the visit included damp and cold with rainwater running into the living room, the rear door not shutting correctly, electrical issues. We have informed the Landlord that arrears would start to be paid off and it

was agreed that once these have payments are being received then the housing issues would be addressed.

The situation with money worries and other historical personal issues have caused the tenant to have worry and anxiety problems and made her feel isolated so she was not going out on her own. All this resulted in her having a panic attack which resulted in her being taken to the hospital for tests which she is still undergoing, and accessing self-help groups.

We have also put her in touch with the Salvation Army in Goldthorpe, they very kindly visited her at her home which has resulted in her receiving food and clothing parcels.

Since working with the tenant a change has been noticed in her with regard to her confidence, she is able to go out of her home, with the help and support of her son and she does not feel frightened or nervous. Regular contact is being kept with her, assisting with her managing her tenancy.

Case Study

Edinburgh Avenue, Bolton-on-Deerne.

Property is a 2 bedroomed semi-detached housing a single gentleman of 48 years of age. He had a Team Worker from Community Links assigned to him and arrangements were made to visit him with the Team Worker in attendance. During the visit a number of hazards were found which come under the Housing Act 2004, Housing, Health & Safety Rating System. On talking to the tenant it emerged that he had a number of personal issues which resulted in him feeling low and frustrated, part of this feeling was due to the condition of the property. His Team Worker had been working with him over a number of weeks and was supporting him beyond the set amount of time that they usually allocate to a client.

The housing conditions found at the time of the visit included defective electrics and damp and mould. Arrangements were made to meet the Landlord on site. The hazards were highlighted and the Landlord is having these addressed.

The tenant has no debt but as mentioned above, he has a number of personal issues. We are supporting him in making a change to his life and addressing his needs. We have put him in touch with Salvation Army in Goldthorpe where he has been attending drop in sessions. They have provided him with good support and advice and he informed us that he had wanted to express his thanks by doing voluntary work for them. He is now working in the grounds gardening. He is also been involved with group sessions there offering his own opinions and remedies to help benefit the residents in the Dearne area which have been taken on board.

Since becoming involved we have noticed a substantial change in him, he has opened up more about his personal issues and the interests he has. He has

personally thanked us for the help and support we have given to him. His Care Worker is also pleased with our role and as a result is happy to bring his work with him to a conclusion and pass him onto us though he wanted to be kept up to date on the tenant's future progress. Regular contact is being kept with the tenant and he knows that any issues or concerns he has in future he can approach us for help, advice and support.

Case Study.

Dearne Road, Bolton-on-Dearne.

Property is a 2 bedroomed terrace housing a 51 year old woman and her 15 year old daughter. The tenant is currently assigned a Care Worker from Riverside and we met on site. During the visit a number of hazards were found which came under the Housing, Health & Safety Rating System. On talking to the tenant it emerged that there were personal issues affecting herself and her daughter. The mother suffers from depression and anxiety and the condition of the property is contributing to this.

At the time of the visit the tenant was advised on keeping the property clean and tidy. Clothes were strewn all over the bedrooms as she did not have any wardrobes. We have put her in touch with the Salvation Army in Goldthorpe who will be able to put her in touch with charities who would supply these, they are also give her support. The tenant plays the piano and has offered to play at the Salvation Army's services.

The housing conditions found at the time of the visit included defective electrics and unsecure rear door. The Landlord has been contacted and he is addressing the hazards found.

Her daughter is currently not attending school and is under Child in Need programme. She has a number of issues affecting her. She lost her father 2 years ago and has never had any Bereavement counselling. Advice given to her mother at the time of the visit that she needs to speak to her GP for them to make a referral. The daughter is also smoking cannabis, though not in the house, but with friends in the park. This has been referred to the Police. A meeting is to be attended to discuss the family and a referral has been made to the Family Intervention Service.

Other.

7 of the reports received include a cross section of complaints. Two separate cases reported in Quarter 3 were about horses on Council Land. Visits were made to check on the condition of the horses. Information was given by residents within the areas of the owners. Visits were made and the owners were informed that they could not keep horses on Council land and were given 7 days in which to remove them. Revisits were made after the time had elapsed and the horses had gone.

Community Clean Up Day

A Community Clean Up Day was undertaken in September at Thurnscoe Reservoir. This was attended by Officers from the Community Safety and Enforcement Service, Wildlife Trust, Twiggs Ground Maintenance, and members of the public, which included Warren Rogers a local resident who looks after the area on a voluntary basis. The day proved very successful with over a ton of waste being removed from the areas and small pond and over 10 black bags of waste from the hedgerows and paths. Overgrown vegetation was cut back making the area accessible and easy to walk round. The waste removed from the pond included children's bikes, mattresses and tricycles. As a result provision is being for school children to attend the site to learn about nature.



BARNSELY METROPOLITAN BOROUGH COUNCIL

DEARNE AREA COUNCIL 16th November 2015

**Report of the
Dearne Area Council Manager**

Date: 16th November 2015

Update on Procuring Environmental Enforcement

1.0 Purpose of report

- 1.1 To seek approval from the Dearne Area Council with regards the procurement strategy and the draft specification of the Environmental Enforcement commission from the 1st of April 2016.

2.0 Recommendations

- 2.1 That the Dearne Area Council approves the draft Tender Specification and the associated Procurement Strategy for the Environmental Enforcement contract attached at Appendices 1 and 2 of this report, and give delegated authority for any minor amendments to be made by the Service Director Stronger Safer and Healthier Communities

3.0 Background

- 3.1 At the Dearne Area Council on the 14th of September it was agreed that the Environmental Enforcement service would be re commissioned from April 2016. The Area Council agreed to keep the same level of service at a cost of approximately £30,955 per year.
- 3.2 Because of the scale of provision across all Area Councils and European rules a single new tender specification has been developed across all five Area Councils, the contract will be advertised in 'lots', which means that each Area will be able to contract manage its own service as happens currently – whilst ensuring that one provider is appointed to all to ensure the contracts are manageable across the borough. The lots system will enable each Area Council to manage performance and decide on whether to extend the contract as outlined in the tender.
- 3.3 Following this agreement, a new draft tender specification has been produced for all of the five participating Area Councils, which is attached at Appendix 1. Members are asked to approve the draft, whilst recognising the some of the fine details are still being finalised by the Area Council Managers and NPS for an advertisement date of the end of November 2015.
- 3.4 The final tender specification will also include a description of core BMBC Parking Enforcement Services to those submitting tenders to explain how their work would complement and add to these existing in-house services. This statement is currently being prepared by BMBC Parking Enforcement Services and will be included in the final tender specification.

- 3.5 Members are also asked to approve the Procurement Strategy attached at Appendix 2 of this report. This Strategy is an integral part of the procurement process, and outlines clearly and transparently how tenders received will be marked, and how the accompanying interview with potential providers will be scored.

4.0 Procurement Programme

- 4.1 The tender documentation will be advertised on YORtender on the 1st December 2015 asking potential providers to return submissions by the 5th January 2016. The tender evaluation will be completed by the 22nd January 2016. The Tender Report will be finalised and approval to award by 27th January 2016. The Standstill Period and feedback ends on the 8th February 2016. Finally the Issue letter of Intent/contract to the successful provider will take place on the 9th February 2016, contract to commence 1st April 2016

Appendix One: Draft Service Specification

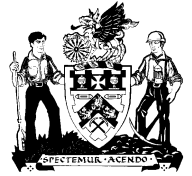
Appendix Two: Procurement Strategy

Officer Contact:
Claire Dawson

Tel. No:
01226 775106

Date:
16th November 2015.

**BARNSLEY METROPOLITAN
BOROUGH COUNCIL**



**CENTRAL, DEARNE, NORTH,
NORTH EAST AND SOUTH AREA
COUNCILS**

~~AND TPT PARTNERSHIP~~

ENVIRONMENTAL ENFORCEMENT

PROJECT REF: 07-17-16-1-1115

**INVITATION TO TENDER
PART 1**

**PROJECT OVERVIEW AND SCOPE OF
SERVICE**

RETURN DATE: 5 JANUARY 2016

**Wendy Lowder
Interim Executive Director, Communities
Barnsley MBC
Communities
Westgate Plaza One
PO Box 609
Barnsley
S70 9FH**

PART 1

CONTENTS

PROJECT OVERVIEW AND SCOPE OF SERVICE

Appendix A – Overview of the Area Council Arrangement

Appendix B – Area Council Lots

Appendix C – Enforcement Flow Chart

Appendix D – CSE Enforcement Policy

Appendix E – Environmental Enforcement Policy Statement

PART 1

PROJECT OVERVIEW AND SCOPE OF SERVICE

1. INTRODUCTION

- 1.1 The Central, Dearne, North, North East and South Area Councils have reaffirmed ‘the environment’ as one of the key issues that they wish to prioritise during 2016/17. Within the context of this priority, an enhanced **enforcement service** is seen as vital to prevent environmental problems escalating and to ensure that the positive work undertaken to maintain the environment is not undone by an anti-social minority.

Public feedback consistently identifies environmental blight through littering, dog fouling and illegal parking as a significant cause of local concern and highlights where the people who live and work in the area want to see action being taken.

This proposed intervention will strengthen the ability to demonstrate a strong stance on enforcement issues through this extra provision and will be marketed through a No Tolerance approach in the 5 Area Council areas identified above.

Background information about Barnsley Council’s Communities and Area Governance Service and the associated Area Council structure can be found at Appendix A.

2. BACKGROUND AND CONTEXT

- 2.1 The Area Councils will purchase bespoke services to tackle the areas of concern most affecting our communities. The aims of procuring bespoke environmental enforcement services are to respond to locally identified priorities, encourage the public to take pride in their local environment and facilitate a change in behaviours and attitudes towards looking after the environment. The majority of residents take pride in where they live and treat their local environment and fellow residents with respect. More robust enforcement will help the Area Councils to isolate the small minority that disrespect their environment and fellow residents and take robust action against them to change the way they behave and make them contribute towards the costs of improving the environment in which we live.

The Area Councils will seek to maximise the impact of resources being earmarked to address environmental crime by procuring high quality proven services and to operationally align those services to the Council’s Safer Communities Service and Parking Services (the existing core services). This arrangement is designed to achieve the best possible value for residents by purchasing the necessary skills and expertise at an affordable price. By subsequently aligning these bespoke additional services to the existing core services provided by the Council, the Area Councils will ensure that any service is delivered within the parameters of the Council’s policies, with the integrity and authority it requires and within the existing operational infrastructure of the Council.

Each of the Area Councils will be identified individually by lots (see Appendix B) and these will be procured collectively across Area Council boundaries to maximise the potential for achieving best value for money. All services will be delivered bespoke to the value of the local commission and according to the needs of **each** individual Area Council. One service provider will be appointed for all lots.

2. BACKGROUND AND CONTEXT (Cont'd)

2.2 A key purpose of Area Council's is to grow community capacity by commissioning local services and encouraging volunteering. The aims of Area Governance are to:

- Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives.
- Support the many benefits of volunteering and foster the many and diverse opportunities for residents to gain new skills and experiences through volunteering.
- Ensure customer services and the citizen experience of access is improved.
- Engage local communities in helping to shape the decisions and services in their neighbourhood.
- Ensure the Council operates fairly and demonstrates total commitment to equalities in policy and practice.
- Establish new models of delivering services guided by local choice and need.

3. STRATEGIC VISION AND VALUES

3.1 Barnsley MBC's Vision is to '*Work together for a brighter future, a better Barnsley*'

Our Values include:

Working Together

- We work as "One Council" to do the best that we can for our customers
- We build partnerships and work with others to achieve the best for Barnsley
- We are understanding and supportive of others, respecting and valuing differences
- We are open and honest about what we are able to achieve, the decisions we make and how well we are doing
- We are true to our word, reliable and fair
- We are responsible and accountable for our actions

Excellence

- We are committed to quality and value for money
- We learn from our successes and mistakes
- We are flexible, adaptable and respond positively to change

Pride

- We are proud of the work we do and services we deliver
- We are proud to support our communities to make Barnsley a better place
- We are proud of our achievements

4. COUNCIL PRIORITIES AND OUTCOME STATEMENTS

- 4.1 In developing and delivering this bespoke environmental enforcement service, the Service Provider should ensure that it is contributing to the Council's corporate priorities and outcome statements as outlined below:

Improving people's potential and achievement	Inspire the local community to 'Love Where They Live' Increase employment, skills and work experience at local level
Growing the economy	Improve the local environment (make the area more attractive to shoppers and new businesses) Keep the Wards clean, well maintained and attractive Increase employment, skills and work experience at local level
Changing the relationship between the Council and the Community	Increase the number of people engaged in voluntary activities in the community Young people involved in reparation activities

5. AIMS AND OBJECTIVE OF THE SERVICE, INCLUDING SOCIAL VALUE OBJECTIVES

- 5.1 The overarching aims and objectives of the service for the Central, Dearne, North, North-East and South areas are:
- Services designed to operate locally and address the priorities and hot spots of each of the Area Councils listed above.
 - Inspire people who live and work in the areas to 'Love Where they Live'
 - Maintain and improve Environmental Standards
 - Keep the Wards clean and well maintained
 - Link with other Area Council procured services, to support the over-arching aims of area governance shown above
 - Close working relationship with the Council's Safer Communities Service and Parking Services
 - A service that fully complements existing 'core' environmental enforcement service provision provided by the Council's Safer Communities Service and Parking Services.

5. AIMS AND OBJECTIVE OF THE SERVICE, INCLUDING SOCIAL VALUE OBJECTIVES (Cont'd)

Under this contract, the successful Service Provider will be required to actively contribute to the achievement of specific **Social Value Objectives**. These reflect the vision and corporate priorities of the Council outlined in Sections 3 and 4 and include:

- Develop strong community networks, community self-help and resilience
- Improve physical health and emotional well-being in the area
- Improve the local environment
- Increase the number of people engaged in voluntary activities in the community
- Increase skills and work experience at local level
- Promote employment and training opportunities within the locality

6. THE SERVICE/ACTIVITIES TO BE DELIVERED

6.1 GENERAL

The Service to be provided flexibly according to need and to include evenings and weekends with a minimum of 10 hours per week per officer spent working either weekends, or week days before 8am or after 5pm.

100% coverage in the event of annual leave, sickness or other leave related absence will be provided by the Service Provider to maintain service delivery.

It is expected that each Environmental Enforcement Officer provided by the Service Provider will proactively issue tickets for littering, parking and dog fouling offences.

Environmental Enforcement Officers must be provided with appropriate mobile communication devices.

6.2 LOT SPECIFIC

LOT 1 - CENTRAL AREA

To provide the Central Area Council with 1.5 FTE Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period with options to extend for 2 further periods each of 12 months.

The Service will cover the five Wards of the Central Area Council (Central, Dodworth, Kingstone, Worsbrough and Stairfoot)

There will be no abstractions of the dedicated Central Enforcement Officers from the Central area.

LOT 2 – DEARNE AREA

To provide the Dearne Area Councils with 1 Environmental Enforcement Officer working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period with options to extend for 2 further periods each of 12 months.

The Service will cover the two wards of the Dearne Area Council (Dearne North and Dearne South)

There will be no abstractions of the dedicated Dearne Environmental Enforcement Officers from the Dearne areas.

LOT 3 – NORTH AREA

To provide the North Area Council with 4 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period with options to extend for 2 further periods each of 12 months.

The Service will cover the four Wards of the North Area Council of Darton East, Darton West, Old Town and St Helens

There will be no abstractions of the dedicated North Environmental Enforcement Officers from the North area.

LOT 4 - NORTH EAST AREA

To provide the North East Area Council with 2 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period with options to extend for 2 further periods each of 12 months.

The Service will cover the four Wards of the North East Area Council of Cudworth, Monk Bretton, North East and Royston.

There will be no abstractions of the dedicated North East Environmental Enforcement Officers from the North East area.

LOT 5 – SOUTH AREA

To provide the South Area Council with 4 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period with options to extend for 2 further periods each of 12 months.

The Service will cover the four Wards of the South Area Council of Hoyland Milton, Rockingham, Darfield and Wombwell.

There will be no abstractions of the dedicated South Environmental Enforcement Officers from the South area.

6.3 Duties of the Service Provider's Environmental Enforcement Officers

To target problems of littering, dog fouling and parking enforcement within all Lot Areas. This will include proactive patrolling based on intelligence profiles provided from information gathered from the Environmental Hotline number, also from members of Area Councils, Area Manager's and the Council's Safer Communities Service. The Tasking Officer (from the Council's Safer Communities Service) will deploy and review the work of the Service Provider's Enforcement Officers based on this intelligence.

The Service Provider's Enforcement Officers will patrol priority areas and robustly enforce against any offences witnessed by issuing a fixed penalty notice.

Fixed Penalty Notices or Penalty Charge Notices will be issued in all circumstances where an offence has been witnessed or established.

Where littering is observed from vehicles, registration numbers will be taken and passed to the Council's Safer Communities Service, along with a witness statement to allow for the serving of a Fixed Penalty Notice.

The Tasking Officer, on behalf of the Service Provider, will provide verbal updates to the Area Managers regarding emerging problem areas or trends.

At least 85% of contracted time is to be spent out of the office either patrolling or on targeted operations linked to litter, dog fouling and parking enforcement.

BMBC enforcement uniforms (to be provided free of charge) with relevant authorities and insignias must be worn, unless plain clothes operations are being undertaken.

The Service Provider's Enforcement Officers will maintain a pocket notebook which will be kept up to date and will be the subject of periodic checking by the Tasking Officer.

Duties of the Service Provider's Environmental Enforcement Officers (Cont)

For 1 hour at the end of each working week, the Service Provider's Enforcement Officers will be required to complete a weekly report sheet detailing activity and outputs for the week. This will include reference to:

- Overall patrolling hours by Ward
- Number and Locations of Litter Specific Operations
- Number and Locations of Dog Fouling Operations
- Number and Locations of Parking Operations
- Number locations and type of other activity
- Number of Littering FPNs, broken down to Ward level
- Number of Dog Fouling FPNs, broken down to Ward level
- Number of Parking PCNs, broken down to Ward level
- Other Activity

6.4 Other Contract Details: Partnership Working

The Service Provider should establish and maintain close working relationships with active local resident groups to build intelligence networks and to improve personal levels of responsibility.

The Service Provider will ensure good liaison with other services operating in all five areas. This will be co-ordinated via each Area Manager and the Council's Safer Communities Service and Parking Services.

The Service Provider's Environmental Enforcement Officers will work to complement the 'core' service offer of BMBC services, working flexibly alongside core services deployment protocols in order to avoid duplication and ensure added value.

The Service Provider's Environmental Enforcement Officers will work alongside other partners and commissioned services on joint operations. The Service Provider and the Council's Safer Communities Service will work with each Area Team to identify opportunities for reparation work to be undertaken in all five areas so that justice can be seen to be done locally.

6.5 **BMBC roles and responsibilities**

The Council's Safer Communities Service will provide the following equipment and services free of charge. This is to ensure that the Service Provider's enforcement services:

- Operate as part of the broader approach to community safety and enforcement;
- Operate with the same degree of integrity;
- Benefit from existing local infrastructure;
- Do not duplicate core Council enforcement activity;
- Can legitimately act on behalf of the Council as the primary enforcement agent in the Central, Dearne, North, North East and South areas.

The detail below describes the arrangements, which will enable the Service Provider's Environmental Enforcement Service to be bespoke and matched to the needs of each of the five Area Councils, whilst enabling operational effectiveness and legitimacy within the corporate requirements of Barnsley MBC. Accordingly, and for the avoidance of doubt, tenderers **will not** be required to include within their tender bids for costs associated with the 'Equipment' and 'Support' detailed below because these items will be provided free of charge by the Council:

Equipment

- Body Cameras (1 per officer).
- Appropriately branded vehicles at a ratio of 1 per 2 officers to provide transport for the Service Provider's Enforcement Officers across the five Area Councils/Ward Area. Vehicles will carry the insignia of the Area Council and Barnsley MBC Safer Communities Services.
- Safer Communities uniforms with clear designation of authorities carried out and the Area Council from which the officers are functioning.
- Pocket Books.
- Office accommodation at a central location..

Support

- Officer support to process fines and PCNs issued by the provider and ensure income is recycled to the five areas Councils.
- Support providers to promote the initiative to local residents and the wider community.

6.6 **Operational Activities to be undertaken by Barnsley MBC Safer Communities Service**

The Council's Safer Communities Service will:

- Authorise the Service Provider to act on behalf of the Council, including endorsement of individual officer competencies to discharge certain powers.
- Provide weekly tasking requirements according to local hot spot areas and areas identified for priority intervention.
- Deal with all direct telephone and e-mail enquiries from Elected Members (Tasking Officer responsibility) to contribute to local intelligence and inform service priorities.
- Process all dog fouling and littering fines for payment.
- All prosecutions or court warrants for non-payment will be secured by the Safer Communities Service (Service Solicitor and Head of Service).
- All fine payments will be recycled by the Safer Communities Service to the relevant Area Council where issued by the Service Provider.

6.7 The role of the BMBC Parking Enforcement Services is currently under review. This review will be completed before the appointment of the provider. As a result, the relationship between the provider and BMBC Parking Enforcement Services will be clarified following the appointment of the provider. This will include arrangements for the processing of PCNs.

6.8 **Operational Activities to be undertaken by Service Provider**

The Service Provider will:

- Provide Environmental Enforcement Officers as outlined within this document.
- Issue fines (FPNs and PCNs) correctly upon witnessing an offence occurring.
- Routinely share intelligence gleaned by the Service Provider with the Local Safer Neighbourhood Team & Parking Services.

6.9 The above describes arrangements which will enable environmental enforcement services to be bespoke and matched to the needs of each of the five area Councils, whilst enabling operational effectiveness and legitimacy within the corporate requirements of Barnsley MBC.

7. TARGET GROUPS AND/OR AREAS

7.1 The service will target the streets, neighbourhoods and people who live or work in the wards making up each of the 5 Area Council areas:

Lot 1 - Central Council - Wards of Dodworth, Central, Kingstone, Worsbrough & Stairfoot

Lot 2 - Dearne Council - Wards of Dearne North and Dearne South.

Lot 3 – North Council - Wards of Darton East, Darton West, Old Town and St Helens.

Lot 4 – North East Council - Wards of Cudworth, Monk Bretton, North East and Royston.

Lot 5 – South Council - Wards of Hoyland Milton, Rockingham, Darfield and Wombwell.

8. EQUALITY IMPACTS

- 8.1 The successful Service Provider will be required to ensure that the service is free from bias and acknowledges and respects gender, sexual orientation, age, race, religion and culture, lifestyles and values. If any needs are required as per the Equalities Act, such as language or disability, these needs will be provided for during the term of the contract.

Please also refer to Part 4 – Form of Contract.

9. PERFORMANCE MEASURES/OUTPUTS

9.1 Service Outcomes and Measures

Table 1 below details the outcomes or results that the Service Provider is required to achieve as a consequence of the service being delivered. A list of possible measures to monitor and evidence the achievement of outcomes is also provided. This is indicative only and Tenderers are required, as part of their tender return, to propose their own list of outcome measures, along with realistic targets, baselines and a methodology for gathering the data/measuring. Final measures and targets will be agreed prior to contract commencement.

Please refer to Part 2 – Tender Quality Questionnaire.

9.2 Table 1

Performance Measures		
<i>Outcome</i>	<i>Outputs</i>	<i>Method</i>
Inspire the local community to 'Love Where They Live'	Number of positive news stories generated	Evidenced by quarterly contract management reports, to include 2 positive case studies per quarter
Increase employment, skills and work experience at local level	Number of local people recruited onto this project/and trained	Evidenced by quarterly contract management reports

9.2 Table 1 (Cont'd)

Performance Measures		
<i>Outcome</i>	<i>Outputs</i>	<i>Method</i>
<p>Improve the local environment (make the area more attractive to shoppers and new businesses)</p> <p>Keep the Wards clean, well maintained and attractive</p>	Number of positive news stories generated at 2 per quarter	Evidenced by quarterly contract management reports
	Number of patrolling hours completed by ward – must equate to minimum of 85% of officer time	Evidenced by quarterly contract management reports
	Number of FPNs and PCNs issued per ward, broken down by dog fouling, littering and parking	Evidenced by quarterly contract management reports
	Number of targeted operations at 2 per ward per quarter	Evidenced by quarterly contract management reports, including case studies
	Number of restorative justice referrals made or placements provided	Evidenced by quarterly contract management reports, including case studies
	Promotion of Love Where You Live & other environmental projects	

10. PROCUREMENT PROGRAMME

Indicative Programme:	
Tender Return	5 January 2016
Tender Evaluation	5-22 January (Interviews w/c 18 January 2015)
Tender Report and Approval to Award	27 January 2016
Standstill Period and Feedback	Ends 8 th February 2016
Issue of Letter Intent and Contract	9 th February 2016
Contracts Commence	1 st April 2016

11. CONTRACT VALUE AND CONTRACT DURATION

- 11.1 The contract(s) will commence on the 1st April 2016
- 11.2 It is anticipated that the contract will be for 12 months, with an option to extend by 12 months and then a further 12 months (1 year +1+1). However, a 6 month break point exists when performance and achievement of outcomes will be reviewed and, on the basis of findings, decisions will be taken to either continue to full term or cease the contract.

There are no guarantees after the first initial 12 months that each individual Area Council will have the funding available to extend the contract or will decide it has a continuing need either the same level of service or for the service as a whole. Each Area Council has their own budget and this may result in individual Lots coming to an end.

The estimated cost of the service is £ 350,000 per annum.

12. CONTRACT TERMS AND CONDITIONS

- 12.1 See Part 4 – Form of Contract.

13. CONTRACT MONITORING AND RECORDING REQUIREMENTS

- 13.1 The Five Area Councils have developed a detailed specification outlining specific requirements of an environmental enforcement service for the areas. The Five Area Councils will be responsible for commissioning these services from the most appropriate Service Provider, following a transparent and robust tendering exercise. Once a Service Provider is commissioned, the Five Area Councils will oversee the delivery of the contract in line with the agreed Specification. Each lot will be individually contract monitored and managed by each Area Council Manager. Within the Specification, the relationship between the successful Service Provider and Barnsley Council's Safer Communities Service and Parking Services is clear and this should be unequivocally demonstrated and only Providers recognising this relationship will be considered for award of this contract.
- 13.2 The appointed Service Provider will need to continually demonstrate and evidence the effectiveness of the service in terms of delivering the required outcomes/achieving the agreed targets for each Lot. It is a key requirement of the Service Provider to:
- Collect, collate and report on a range of agreed measures on a quarterly basis as part of a quarterly reporting regime for each Lot. This will include the provision of data at ward level. It will also include providing a minimum of 2 case studies per quarter..
 - Establish compatible systems to ensure effective management and performance management of the service. Information systems must comply with the requirement of the Data Protection Act.
 - Attend monthly/quarterly meetings with the Central, Dearne, North, North East and South Area Council Manager's, in their capacity as Contract Managers, to discuss contract performance and management issues and any Ward or Area Council report requirements, and request any additional information/provide clarification on pertinent issues, as required.

- Submit a 12 month break/review performance report and provide any other information required to inform that review.
- Subject to satisfactory 12 month review outcome, attend a ‘lessons learned’ meeting to be convened one month before the one year contract end date and submit an end of project performance report prior to this end date, fully and properly evidencing achievement of outcomes.

Each of the Area Council Manager’s for each lot will be involved in all performance reviews and may reasonably request additional information at any time.

13.3 Monthly Reporting Requirements

The Council’s Tasking Officer will collate reports, based upon information gathered and provided by the Service Provider and will provide monthly written reports to the Contract Management meetings and Elected Members detailing the following:

- Overall patrolling hours by Ward
- Number and Locations of Litter Specific Operation
- Number and Locations of Dog Fouling Operations
- Number and Locations of Parking Operations
- Number Locations and type of other activity
- Number of Littering FPNs
- Number of Dog Fouling FPNs
- Number of Parking PCNs
- Other activity

13.4 Quarterly Reporting Requirements

The Area Managers will ensure that the Five Area Councils receive a full quarterly performance management report that incorporates the contract monitoring and management information from the environmental enforcement Provider. This report will outline overall performance and activity for the previous quarter and establish tactical and strategic priorities for the coming quarter, as agreed with the Council’s Safer Communities Service. Elected Members will be able to inform the Tasking Officer of specific issues of concern.

The general public can raise issues of concern through existing Council channels, as outlined in Appendix C. Other issues of concern may also be picked up through Police channels and both types of intelligence will be incorporated into the Service Provider’s Enforcement Officers workload through the Tasking Officer.

14. QUALITY STANDARDS

- 14.1 Robust policies and procedures are to be put in place to ensure safeguarding of all adults and children and, in particular, adequate measures/systems to ensure robust data protection and information governance.
- 14.2 The Service Provider has a legal obligation to adhere to all equality legislation. The Service Provider must produce its policy relating to race, gender, disability religion or belief, sexual orientation and age. This policy should include the reporting mechanism for any adverse

events which would constitute a deviation. Any and all adverse events should be reported to the relevant Area Council Manager.

14.3 In order for the Service Provider's service to align to the Safer Communities Service the following requirements must be met:

- (a) The Service Provider will operate completely within the Policies of Barnsley MBC (see Appendix D) with regard to enforcing against littering, dog fouling, parking and any other specified enforcement activity.
- (b) The Service Provider will be tasked according to the local intelligence provided by the Members of the Area Council, the Area Matrix Teams and the Council's Safer Communities Service and must incorporate these tasks into their day-to-day workload.
- (c) Staff employed by the Service Provider must meet the required competency levels of the Council to act as an enforcing agent on their behalf. This will include:
 - Understanding how to correctly interview a suspect and record the interview.
 - Understanding what constitutes a littering and a dog fouling offence.
 - Ability to illicit the necessary information required to pursue such an offence.
 - Ability to process the information to issue a fixed penalty notice.
 - Ability to offer an alternative to fixed penalty notice payment for juveniles.
 - Understanding what happens if a fixed penalty notice is not paid.
- (d) The Service Provider's Enforcement Staff must wear the enforcement uniform of the Council.
- (e) The Service Provider's Enforcement Staff must seek to meet the required integrity thresholds of South Yorkshire Police and Barnsley MBC. (see Appendix E).
- (f) The Service Provider's Enforcement Staff will operate from the same working bases as the local Safer Neighbourhood Teams aligned to Area Council boundaries.
- (g) The Service Provider will share all local information intelligence and data established during the course of their activity with the Council's Safer Communities Service.

Additionally:

- The Service Provider will have a robust system for monitoring complaints and suggestions; feedback from service users will inform service delivery.
- The Service Provider will submit reports summarising any complaints, investigations and remedial actions.

Please also refer to Part 4 – Form of Contract

15. TUPE

The Council considers that in the event of this contract being awarded other than to the present service providers then the terms of the European Acquired Rights Directive (Number 2001/23) and/or the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) may apply.

In the event that TUPE does apply, upon which the tenderers must reach their own view, tenderers should take into account the following requirements which would then arise:

You are advised to seek independent professional advice as to the application and the effects of the Directive and/or the Regulations on your organisation should you be in the position of being a successful tenderer.

- (i) The need to consult with recognised trade unions or other professional associations.
- (ii) The need to maintain existing rates of pay and conditions of employment of employees; and
- (iii) The need for a successful tenderer to accept liability in respect of claims for redundancy payments, unfair dismissal and all other claims related to previous employees.

The Council will provide to tenderers such employment details of the workforce presently employed in connection with the services as may be provided by the present Service Provider only on completion and return of the Confidentiality Agreement which can be found in Appendix 4 in Part 3 document and that such information will be treated as strictly confidential and will be used for no other purpose than in connections with the submission of a tender for the services. The completed Confidentiality Agreement should be returned through the discussions area of the YORtender system

APPENDIX A

OVERVIEW OF THE AREA COUNCILS ARRANGEMENTS

Barnsley Council is working together for a brighter future, a better Barnsley.

We will achieve this vision by driving change and improvements to achieve the following positive outcomes, including:

- A brighter future where people achieve their potential
- A better Barnsley where our residents think and feel we are making a difference together
- Working together with our partners and communities

Our three priorities to help us reach our vision are:

- Growing the economy
- Improving people's potential and achievement
- Changing the relationship between the council and community

The strength of every community in Barnsley lies in the commitment of the people who live there to make it a special place that everyone can feel proud of and part of.

Our aim is to unlock the capacity in our communities and optimise one of the resources still in great supply: the willingness of people to help each other.

We aim to mobilise citizens more effectively around locally agreed priorities and to achieve measurable impact through volunteering.

Our Area Governance arrangements are the framework to enable this to happen at a community level.

Our structure incorporates:

- Six Area Councils – our Councillors responding to strategic priorities on an area basis and commissioning services with a strong social value ethos to meet these challenges.
- 19 Ward Alliances – our Councillors working alongside community representatives to mobilise and enable community responses to local challenges.
- Neighbourhood Networks – support to the 'virtual' networks that exist in our communities – the community organisations, committed individuals, businesses, faith groups, residents associations and all the other representatives that make our communities thrive.
- Our 'Love Where You Live' campaign to inspire people to get involved in volunteering locally to make in difference in their community.

Our Future Council

Our Vision

Working together for a brighter future, a better Barnsley

Working together – with our communities A brighter future – people achieve their potential
A better Barnsley – our residents think and feel we are making a difference together

Our Priorities

- Thriving and vibrant economy
- Citizens achieving their potential
- Strong and resilient communities

Our Values

Working together

We work as one to do the best that we can for our customers and our communities

Honesty

We are open, honest, true to our word, reliable and fair

Excellence

We are committed to quality and value for money and believe only our best is good enough

Pride

We are proud of what we do to make Barnsley a better place

APPENDIX B
AREA COUNCIL LOTS

LOT 1 - CENTRAL AREA

To provide the Central Area Council with 1.5 FTE Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period.

The Service will cover the five Wards of the Central Area Council (Central, Dodworth, Kingstone, Worsbrough and Stairfoot)

There will be no abstractions of the dedicated Central Enforcement Officers from the Central area.

LOT 2 – DEARNE AREA

To provide the Dearne Area Councils with 1 Environmental Enforcement Officer working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period.

The Service will cover the two wards of the Dearne Area Council (Dearne North and Dearne South)

There will be no abstractions of the dedicated Dearne Environmental Enforcement Officers from the Dearne areas.

LOT 3 – NORTH AREA

To provide the North Area Council with 4 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period.

The Service will cover the four Wards of the North Area Council of Darton East, Darton West, Old Town and St Helens

There will be no abstractions of the dedicated North Environmental Enforcement Officers from the North area.

LOT 4 - NORTH EAST AREA

To provide the North East Area Council with 2 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period.

The Service will cover the four Wards of the North East Area Council of Cudworth, Monk Bretton, North East and Royston.

There will be no abstractions of the dedicated North East Environmental Enforcement Officers from the North East area.

LOT 5 – SOUTH AREA

To provide the South Area Council with 4 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity over a 12 month period.

The Service will cover the four Wards of the South Area Council of Hoyland Milton, Rockingham, Darfield and Wombwell.

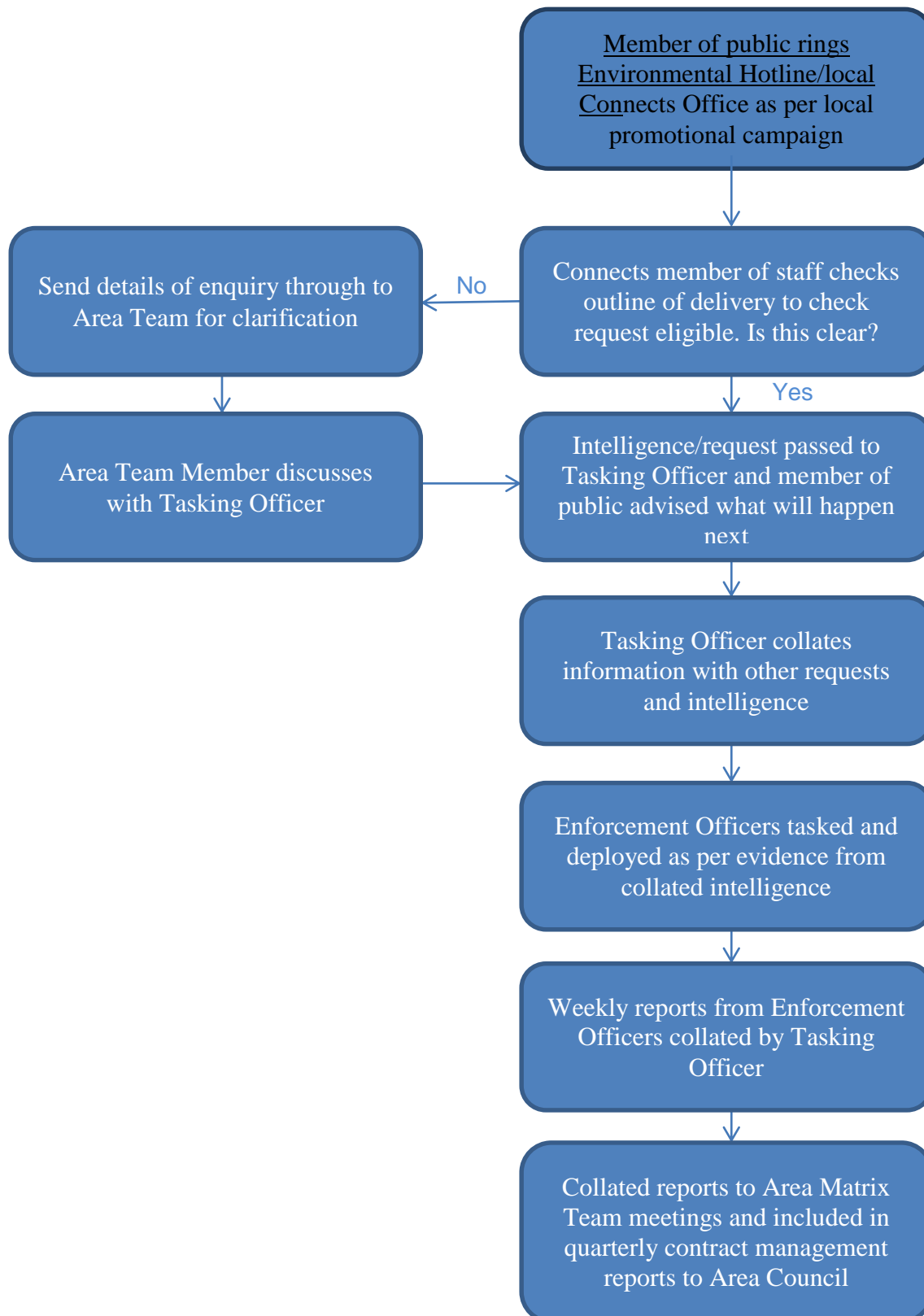
There will be no abstractions of the dedicated South Environmental Enforcement Officers from the South area.

APPENDIX C

ENFORCEMENT FLOW CHART

Appendix C

Calls Processing Flow Chart – Environmental Enforcement



APPENDIX D

CSE ENFORCEMENT POLICY 2014

Appendix D



COMMUNITY SAFETY AND ENFORCEMENT SERVICE

ENFORCEMENT POLICY

Signed:

Date:

Phillip Spurr
Assistant Director, Development, Environment and Culture

Status: Draft
Version Number: 1.0

1. Enforcement Policy Statement

This policy sets out the general principles, which inform the enforcement function within the Community Safety and Enforcement Service. Each team within the Service may also have more specific guidance to aid them in applying these principles to a particular function.

2. Introduction

Officers in the Community Safety and Enforcement Service will seek to secure compliance with legislation, whilst conforming to the spirit of the European Convention on Human Rights (as implemented by the Human Rights Act 1998) and the Central/Local Government Enforcement Concordat which this Authority has adopted. The Community Safety and Enforcement Service enforce a wide variety of legislation and had tools and powers that enable officers, amongst other things, to issue verbal advice, send letters, serve formal notices, obtain injunctions and orders, issue simple cautions and pursue prosecutions in the courts.

Officers frequently encounter contraventions of the law and have to choose the most appropriate method of achieving compliance with the law from the range of possible actions available.

The Service will seek to carry out its enforcement functions efficiently and effectively and in a way which is open, clear and helpful to all stakeholders.

The enforcement action chosen by the officer must be informed by this policy, which promotes consistency, proportionality, transparency, fairness and accountability.

This policy will be available to any party affected by enforcement decisions made by the Service.

Where the Service becomes aware of a situation for which it is not the enforcing agency, it will contact the relevant enforcement body to inform them of the situation. Similarly, where there is a shared role with other enforcement bodies, officers shall liaise accordingly.

3. General Principles

The Community Safety and Enforcement Service will seek to secure compliance with the relevant legislation.

When officers find a contravention of the law they will warn or advise those involved (orally or in writing) of the steps needed to rectify the breach, unless more formal enforcement action is the most appropriate way of dealing with the matter (eg absolute offences, fixed penalty notices).

3. **General Principles** (Cont'd)

All communications will be clear and in plain English, translated where appropriate, and will clearly distinguish between advice and legal requirements. Officers will endeavour to discuss fully with a responsible person any compliance failures or difficulties and will give full consideration to their views before making an informed decision on the most appropriate course of action.

The Service will follow the principles of better regulation. It will have regard to the Regulator's Compliance Code (The Regulators Code, from April 2014) and the Regulators Enforcement and Sanctions Act 2008.

The Service will, at all times, comply with the spirit of the European Convention on Human Rights, as implemented by the Human Rights Act, 1998. It will also have due regard to all necessary procedural requirements contained in legislation such as the Criminal Procedure and Investigations Act 1996, the Regulation of Investigatory Powers Act 2000, the Police and Criminal Evidence Act 1984 and the Data Protection Act 1998.

The policy will be operated in a non-discriminatory way and, for example, gender, ethnic origin or sexual orientation of the offender will not influence the choice of enforcement action.

The Service will, so far as is possible, endeavour to foster a good working relationship with all stakeholders.

4. **Enforcement Options**

There are a number of options available when infringements are detected:

a) **Prosecution**

The decision to institute formal prosecution proceedings will only be taken if one or more of the following criteria apply:

- The infringement involved fraud.
- The infringement involved deliberate or persistent breach of legal responsibility, e.g. choosing to disregard written warnings or advice, or where history indicates previous criminal activity was caused, or was likely to cause, significant loss or prejudice to another individual.
- The infringement was through gross negligence or carelessness and caused, or was likely to cause, significant loss or prejudice to another individual.
- The infringement led to the health, safety or well-being of people, animals or the environment being seriously compromised, or contributed to damage of the reputation or economic well-being of the Borough.

4. **Enforcement Options** (Cont'd)

- The infringement involved the obstruction of an authorised officer in carrying out his or her duties.
- The infringement has been subject to the offer of a fixed penalty notice, which has not been accepted.
- The infringement was an absolute offence.
- The offence is widespread throughout the Borough.

Furthermore, a prosecution will only be considered if the sufficiency of evidence and the public interest requirement fall within the guidelines as laid down by the Attorney General and Crown Prosecution Service Code for Crown Prosecutors.

Before making a decision whether or not to prosecute, consideration should also be given to the following:

- The seriousness of the offence and whether it was likely to cause substantial loss or prejudice to others.
- The history of the alleged offender (eg number of complaints and convictions, or extent of previous advice given).
- The willingness of the alleged offender to prevent a recurrence of the infringement.
- The alleged offender has offered a remedy, e.g. redress, compensation.
- The likelihood of the alleged defendant being able to establish a statutory defence.
- The calibre and reliability of witnesses.
- The probable public benefit of a prosecution and the importance of the case, e.g. the possibility of establishing legal precedent.
- If there is a trivial contravention of the law, or where infringements are isolated technical breaches of law, and it is therefore not in the public interest to prosecute.
- If a simple caution may be more appropriate or effective.
- The cost, consideration will need to be given to the balance of likely overall cost against the value of the likely outcome.
- If the infringement indicates evidence of unfair competition with others.

4. **Enforcement Options** (Cont'd)

b) Fixed Penalty Notice

A number of offences can be dealt with by a fixed penalty notice.

These notices allow an offender to accept the offence, and by payment of the appropriate amount within the stipulated timescale, discharge their liability for prosecution, i.e. full and timely payment will result in no prosecution for the offence.

Persons issued with a notice are not obliged to pay the fixed penalty; in such cases, the matter will be referred to the magistrate's court for the purpose of prosecution. This will give the defendant the opportunity to offer a defence and mitigation.

In the spirit of proportionality and consistency, a fixed penalty notice will be issued for a first offence. Repeat offenders and those who are obstruct, violent or aggressive to the authorised officer, will not be offered the option of a fixed penalty (see Section 4 of this policy).

c) Simple Caution

A simple caution can only be considered when all the appropriate prosecution criteria are met, and the circumstances surrounding the infringement are such that a more lenient approach to prosecuting is appropriate. Any simple caution must follow the criteria as laid down in the Home Office Guidelines. If a decision to offer a simple caution is rejected by the alleged offender, then the file shall be forwarded to the Council's legal unit, with a recommendation to prosecute.

d) Statutory Notice

Notices can be served to require offenders to cease contravening activities, or to give them reasonable time to rectify a contravention. Notices may require immediate cessation of infringing activities where health, safety, environmental damage or nuisance demands it. In other circumstances, time allowed to put things right may be reasonable, but must take into account the health, safety, environmental and nuisance implications of the contravention.

e) Written Warnings and Advice

The offender will be sent a polite and firm letter clearly identifying the infringement, they will be given advice on how it can be rectified and a timescale for doing so. Failure to comply with a written warning or advice can result in more formal enforcement action. The time given for the infringement to be rectified will be reasonable, but must take account of the health, safety, environmental and nuisance implications of the infringement.

4. **Enforcement Options** (Cont'd)

f) **Referral to another Agency**

Sometimes the matter may be more appropriately dealt with by means of referral to another agency that has the power and authorisation to address the matter.

g) **No Action**

In some circumstances, contraventions may not warrant any action. This can be where the cost of compliance to the offender outweighs the detrimental impact of the contravention on the community, or the cost of the required enforcement action to the Council outweighs the detrimental impact of the contravention on the community. A decision of no action may also be taken where formal enforcement is inappropriate in the circumstances, such as where a trader has ceased to trade, or the offender is elderly and frail and formal action would seriously damage their well-being. A decision to take no action must be recorded in writing and must take into account the health, safety, environmental and nuisance implications of the contravention.

5. **References**

The Code for Crown Prosecutors. Crown Prosecution Service, November 2004

The Enforcement Concordat. Better Regulation Unit, March 1998

The Regulator's Compliance Code. Department for Business, Enterprise and Regulatory Reform

APPENDIX E

ENVIRONMENTAL ENFORCEMENT POLICY STATEMENT

Appendix E



COMMUNITY SAFETY AND ENFORCEMENT SERVICE

ENVIRONMENTAL CRIME POLICY STATEMENT (UNDER REVIEW)

Status: Draft
Version Number: 1.0
Date: February 2014

1) Definition

Environmental Crime can loosely be defined as any illegal act which harms the environment. Such acts can be committed by the general public and by businesses/companies.

Areas covered under the remit of this policy include the offences of:

- Littering (including littering from vehicles)
- Dog fouling
- Fly tipping
- Fly posting
- Graffiti
- Abandoned and nuisance vehicles
- Duty of care offences
- Litter and refuse control offences

2) Legislative Framework

This policy statement takes into account the following relevant legislation:

- The (Dogs) Fouling of Land Act 1996
- Anti-Social Behaviour Act 2003
- Environmental Protection Act 1990
- Clean Neighbourhoods and Environment Act (CNEA) 2005
- Refuse Disposal (Amenity) Act 1978
- The ASB Crime and Policing Bill 2013-14

3) Statutory Duties

In relation to the above legislation, Barnsley Council has a statutory duty to address the following:

- Abandoned Vehicles – to remove abandoned vehicles (Refuse Disposal (Amenity) Act 1978)
- To keep land and highways free of litter (Environmental Protection Act 1990)
- To remove offensive graffiti as soon as practicable (Crime and Disorder Act 1998)
- Anti-social behaviour – to investigate complaints and to take appropriate action (Anti-Social Behaviour Act 2003)
- Nuisances – to investigate complaints and take appropriate action (Environmental Protection Act 1990)

4) Local Strategic Priorities

It is essential that the following functions are maintained as they make an important positive contribution to the Council's three corporate priorities and the economic strategy. By promoting a healthy, safe, clean environment and improving the quality and visual amenity of the borough, businesses will be encouraged to locate in the Borough which will stimulate and create the conditions for investment, growth and prosperity.

The following core functions significantly contribute to improving the quality of life for customers and the wider community, giving people the opportunity to improve their potential and achievement and develop strong resilient communities:

- Dog fouling – to enforce the legislation that requires dog fouling to be removed from designated land
- Littering – to enforce the littering legislation
- Fly tipping – to take preventative and enforcement action
- Nuisance vehicles – to enforce the legislation relating to vehicles that constitute a nuisance
- Flyposting – to enforce the legislation relating to illegal flyposting
- Duty of care – to enforce the legislation relating to the requirements for the safe removal, transfer and disposal of waste
- Conditions adversely affecting the amenity of areas – to enforce planning legislation

5) **Our Approach**

We are committed to dealing with environmental crime in our neighbourhoods, considering existing and new methods of deterrence, detection, investigation, and enforcement, alongside partnership working with internal and external agencies. We recognise different types of environmental crime will require the use of different interventions and legislation to try to achieve a resolution. The decisions relating to how environmental crime is dealt with will be consistent, proportionate, transparent, and accountable and fair, to ensure people, businesses, places and/or the environment are/is adequately protected.

In making decisions on what methods of intervention to use we will consider several criteria. The criteria we will consider include:

- The seriousness of the offence
- The impact on individuals and the community
- The history of the activity
- Confidence in achieving compliance
- Consequences of non-compliance
- Likely effectiveness of the various types of intervention

We will generally take a staged approach to addressing incidents of environmental crime. We will consider what prevention and enforcement measures are available to us and use our policy framework and expertise to choose the most appropriate intervention. Having considered the criteria we have the following options:

- To take no action
- To take informal action
- To issue formal/informal warning letters
- To serve statutory notices
- To issue simple cautions
- To prosecute

Further details regarding types of intervention can be found in our detailed functional policy statements and operational procedures.

6) Policy

The Community Safety and Enforcement Service will:

- Proactively enforce within the legislative framework and prioritise complaints on the basis of presented risk and harm, in accordance with the Services Enforcement Policy
- Carry out a program of reactive and proactive activity in response to environmental crime issues
- Seek to prevent the escalation of incidents of environmental crime

7) Access to service

To report an incident of environmental crime contact 772468 or e-mail safer@barnsley.gov.uk

8) Consultation and Policy Review

This policy will be reviewed every three years, or earlier, in line with Government guidance, best practice and legislative changes. As part of the review, we will consult with residents and other stakeholders on the contents and effectiveness of the policy.

9) Procedures

Detailed direction and guidance for these function areas are contained in the Community safety and Enforcement Services, Environmental Enforcement Procedures document.

**ON BEHALF OF BARNSLEY
METROPOLITAN
BOROUGH COUNCIL**



**CENTRAL, DEARNE, NORTH, NORTH
EAST AND SOUTH AREA COUNCILS**

PROCUREMENT STRATEGY

OCTOBER 2015

ENVIRONMENTAL ENFORCEMENT

**Karen Temple
Managing Director
NPS Barnsley Ltd
PO Box 634
Barnsley
South Yorkshire
S70 9GG**



PROCUREMENT STRATEGY

ENVIRONMENTAL ENFORCEMENT – CENTRAL, DEARNE, NORTH, NORTH EAST AND SOUTH AREA COUNCILS

The Councils Corporate plan 2012-2105 sets out the following Council priorities:

- Growing the economy
- Improving people's potential and achievement
- Changing the relationship between the council and community

The aims of area governance are to:-

- Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives
- Support the many benefits of volunteering and foster the many and diverse opportunities for residents to gain new skills and experiences through volunteering
- Ensure customer services and the citizen experience of access is improved
- Engage local communities in helping to shape the decisions and services in their neighbourhood
- Ensure the council operates fairly and demonstrates total commitment to equalities in policy and practice
- Establish new models of delivering services guided by local choice and need

A key purpose of area councils is to grow community capacity by commissioning local services and volunteering.

ENVIRONMENTAL ENFORCEMENT STRATEGY

The Central, Dearne, North, North East and South Area Councils wish to procure bespoke environmental enforcement services to tackle environmental blight through littering, dog fouling and illegal parking affecting our communities. The aims of this are to respond to locally identified priorities, encourage the public to take pride in their local environment and facilitate a change in behaviours and attitudes towards looking after the environment. The majority of residents take pride in where they live and treat their local environment and fellow residents with respect. More robust enforcement will help each area Council to isolate the small minority that disrespect their environment and fellow residents and take robust action against them to change the way they behave and make them contribute towards the costs of improving the environment in which we live.

Each Area Council will seek to maximise the impact of resources being earmarked to address environmental crime by procuring high quality proven services, and to operationally align those services to the Council's Community Safety and Enforcement Service. This arrangement is designed to achieve the

best possible value for residents by purchasing the necessary skills and expertise at an affordable price. By subsequently aligning these bespoke additional services to the existing core services provided by the Council the Area Council's will ensure that any service is delivered within the parameters of the Council's policies, with the integrity and authority it requires and within the existing operational infrastructure of the Council.

To enable a bespoke service to be delivered for each area council and for each area council to be able to manage its own contract the procurement will consist of 5 individual lots:

Lot 1 – Central Area Council (1.5 FTE Environmental Enforcement Officers)

Lot 2 – Dearne Area Council (1 FTE Environmental Enforcement Officer)

Lot 3 – North Area Council (4 FTE Environmental Enforcement Officers)

Lot 4 – North East Area Council (2 FTE Environmental Enforcement Officers)

Lot 5 – South Area Council (4 FTE Environmental Enforcement Officers)

The same service provider will be appointed to each of the 5 lots.

The specific aims and objectives of the services are:-

- Inspire people who live and work in the Central, Dearne, North, North East and South Area Council's to 'Love Where they Live'
- Improve the local environment
- Maintain and Improve Environmental Standards
- Keep the wards clean and well maintained
- Increase the number of people engaged in voluntary activities in the community
- Increase skills and work experience at local level
- Promote employment and training opportunities within the locality
- Develop strong community networks, community self-help and resilience
- Improve physical health and emotional well-being in the area
- Link with other Area Council procured services, to support the overarching aims of area governance shown above
- A local base, easily accessible and able to deploy available resources effectively to fully comply with and deliver the requirements of this specification
- Close working relationship with the Council's Community Safety and Enforcement Service
- A service that fully complements existing 'core' environmental enforcement service provision provided by the Council's Community Safety and Enforcement Service

Contract Performance/Monitoring Requirements:-

- No disputes
- Management and mitigation of risk

- Delivery of Service within the available budget
- Effective financial reporting
- Good team working
- Safe and Healthy Environment for all
- Equality & Diversity
- Sound Contract Management
- No Complaints
- Value for Money
- Highly Satisfied Residents
- Open, accurate and timely communication

The Expected Service Outcomes are:-

- Inspire the local community to 'Love Where They Live'
- Improve the local environment
- Keep the wards clean, well maintained and attractive
- Increase employment, skills and work experience at local level
- Key dates

Area Council(s) date for Specification Agreement – November 2015
Commencement of locally commissioned services – April 2016

	Annual Value	Maximum Contract Value
Lot 1 – Central Area	£42,000	£126,000
Lot 2 – Dearne Area	£28,000	£84,000
Lot 3 – North Area	£112,000	£336,000
Lot 4 – North East Area	£56,000	£168,000
Lot 5 – South Area	£112,000	£336,000

The total contract value over the maximum contract period (36 months) is £1,050,000.

- Proposed Contract Period
The contract period for each lot will be for an initial period of 12 months with options to extend for 2 further periods each of 12 months. There will be a break clause after the first 6 months to when performance and achievement of outcomes will be reviewed. Each area council will have the ability to independently exercise these options

TUPE

It is envisaged that the terms of the European Acquired Rights Directive and /or the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) may apply

PROCUREMENT STRATEGY/ METHOD

Due to the combined value of the proposed procurement this tender is caught by Public Procurement Regulations 2015. The method of procurement for the project is therefore the open procedure route with a contract notice submitted to the Official Journal of the European Union

The activities underpinning this method of procurement comprise:

Competitive Tender:

- Draft specification, including Price & Quality Evaluation Methodology in order to award to the most economically advantageous tender
- Placing of tender advertisement (OJEU)
- Placing of YORtender advertisement
- Despatch of tender documents to providers expressing interest
- Tender Return and Evaluation
- Tender Report and Approval to Award
- Standstill Period and Feedback (10 Days)
- Tender Award/Signature of Contract

Procurement Programme (OJEU):

- | | |
|---|------------------------------------|
| • Complete drafting of Specification: | 13 th October 2015 |
| • Area Councils Approval of Specification | 23 rd October 2015 |
| • Issue OJEU advert | 30 th November 2015 |
| • Place YORtender Advert | 1 st December 2015 |
| • Issue tender documentation | 1 st December 2015 |
| • Tender Return | 5 th January 2016 |
| • Tender Evaluation | By 22 nd January 2016 |
| • Tender Report and Approval to Award | By 27 th January 2016 |
| • Standstill Period and Feedback | Ends 8 th February 2016 |
| • Issue Letter of Intent/Contract | 9 th February 2016 |
| • Contract to commence | 1 st April 2016 |

PROCUREMENT TEAM

The Procurement/Tender Evaluation Team is:

Carol Brady – Central Area Manager
Claire Dawson – Dearne Area Manager

Rosie Adams – North Area Manager
Caroline Donovan – North East Area Manager
Kate Faulkes – South Area Manager
Jenny Grant – Procurement Manager
Parking Services representative
Safer Communities representative

PROVIDER SELECTION AND TENDER EVALUATION PROCESS

The evaluation process will seek to obtain the most economically advantageous tender following a Price Quality Evaluation.

Adverts will be placed in the Official Journal of the European Union and on YORtender (BMBC's electronic supplier and contractor management system) inviting expressions of interest from Service Providers wishing to tender for the Service.

Tender quality submissions will be subject to evaluation by the Procurement/Tender Evaluation Team. It is proposed that the team is chaired by the Commissioning and Procurement Lead. All members of the Procurement/Tender Evaluation Team will evaluate and score submissions, and all elements of the submissions will be evaluated. Specialist areas of the submissions, such as finance, will be distributed to relevant specialist support officers within the Council.

Records will be maintained throughout the process that provide justification for actions/decisions taken and are fully auditable. Electronic scoring sheets (Excel) will be utilised for all stages.

Scores for each evaluator will be logged separately, together with detailed comments, and signed/dated by the relevant evaluator. Where they are adjusted, for example after discussion, the reasons should be clearly identified and initialled. Scores will be averaged for the panel, not arrived at by consensus.

All participants will be briefed on the commercial sensitivities associated with the assessment, and reminded of their obligations with regards to the management and protection of tender information.

Unsuccessful tenderers will be de-briefed in line with procurement regulations

Price: Quality Split

A Price Quality Evaluation will be utilised for the tender evaluation, to conclude final service provider selection and award the contract. To arrive at the most appropriate ratio of Price Quality, the aims and objectives, and the contract management/monitoring requirements have been consolidated and categorised according to the main drivers underpinning their achievement i.e. Price, Quality, or a combination of Price and Quality, as follows:-

Categorisation of Key Objectives and Contract Performance/Monitoring Requirements		
<u>Price</u>	<u>Quality</u>	<u>Price and Quality</u>
No Disputes	Effective team working	Delivery of Value for Money
Deliver service within available budget	Safe and Healthy Environment for All	No Complaints
Delivery of service within the available budget	Equality & Diversity	Management and Mitigation of Risk
Local base	Sound contract management	Open, Accurate and Timely Communication
Highly Satisfied Client	Effective Resident Engagement	Effective financial reporting
	Improve local environment	Close working relationship with Council's Community Safety and Enforcement
	Opportunities for Volunteers/	
	Engaged Neighbourhoods	
	Skills Development and Work Experience	
	Employment and Training Opportunities	

Of the 21 consolidated aims and objectives, and the contract performance/monitoring requirements for the service, 5nr. are derived from price, 10nr are purely from quality considerations and 6nr are derived from a combination of both. On the basis of this categorisation, it is proposed that a Price Quality ratio of 40:60 is adopted, in favour of quality.

Tender Price Evaluation

The tender priced submissions will be separately evaluated as part of the tender evaluation. Individual priced components will be summarised into a total tender figure for the whole of the service and for the duration of the contract, and arithmetically checked.

One hundred marks will be awarded to the lowest acceptable tender bid. For all other submissions, one mark will be deducted for each percentage point by which the submission exceeds the lowest. Unacceptably high bids will be those bids awarded zero marks or less. These points will then be transferred to the 'Price/Quality Evaluation Summary'. The 'Price Points' will be multiplied by the 40% weighting to arrive at the 'Price Score'

The Evaluation Criteria:

For the tender quality evaluation, criteria have been established to determine final provider selection (see below). The criteria have been cross-referenced against the key aims and objectives of the service. The weightings for the criteria have been set to reflect their respective levels of importance, and a series of questions will be set within the body of the tender documentation to test provider quality credentials in these specific areas.

Some of these criteria are for information only and some are PASS/FAIL criteria. The remaining criteria will be individually awarded a score according to the standard of information provided by the applicant.

For those criteria that constitute PASS/FAIL elements, failure will result in elimination from the process.

The various criteria are listed below, along with the proposed weightings and the presence of PASS/FAIL elements, where applicable.

The criteria are:-

<u>Tender Quality Evaluation Criteria</u>	<u>Weighting %</u>
1. Organisational Information	Information Only
2. Financial Information	PASS/FAIL
3. Health & Safety	PASS/FAIL
4. Safeguarding/Quality Accreditations	PASS/FAIL
5. Technical Capacity:- <ul style="list-style-type: none">- Proposed methodology for delivering the full scope of service and integration with Council's core service providers- CV's of persons delivering the service- Proposed Outputs, Targets and Supporting Evidence for Outputs-	30%
5. Contract Management:- <ul style="list-style-type: none">- Financial, Budget and Change Management/Reporting; customer care	15%
6. Social Value:- <ul style="list-style-type: none">- Improve the environment- Encourage and inspire people to 'Love Where they Live'- Increase skills and work experience at local level	15%

<ul style="list-style-type: none"> - Increase employment opportunities - Increase the number of people engaged in voluntary activities in the community - Engaged neighbourhoods - Local Base 	
7. Interview	40%
	100%

Tender Quality Evaluation

The tender quality evaluation comprises a three stage process:

- Stage One – Tender Questionnaire Pre-qualification – Not used in the evaluation of tenders
- Stage Two – Tender Questionnaire Submission = 60% towards the quality evaluation of tenders
- Stage Three – Interviews = 40% towards the quality evaluation of tenders

Tender Questionnaire Submission

The tender evaluation for this contract is based on and covers the following 3 main areas of the outcomes required for this service:

- Technical Capacity
- Contract Management
- Social Value

The weightings for these areas have been set to reflect their respective levels of importance.

The tender questionnaire Submission will be scored by a Quality Evaluation Team; each team member will independently mark the submissions. The evaluation team will then meet to agree a 'moderated' score for each question to arrive at the 'Quality Points' per question. The Total Questionnaire Quality points per tenderer will be multiplied by 60% to arrive at the Tenderer's total questionnaire quality score. This will be inserted onto the 'Price/Quality Evaluation Summary'

TENDER EVALUATION (Cont'd)

Interviews

All tenderers will be invited to the interview stage which will involve tenderer presentations and the posing of formal interview questions. The subject of the presentation has yet to be determined. Interview questions will be predetermined to further interrogate the tenders of the Tenderers and address any perceived gaps/issues.

The presentations and interviews will be scored according to the content/standard of responses/information provided. The Tenderer's interview scores will be multiplied by 40% to arrive at the Tenderer's interview quality score. This will be inserted onto the 'Price/Quality Evaluation Summary'

The 'Price Score' and the 'Quality Score' will then be totalled to arrive at the 'Total Score'. The 'Total Scores' will then determine the most economically advantageous tender.

Tender Price/Quality Evaluation Summary

The price scores will be transferred to the Price/Quality evaluation summary sheet. The weighted quality scores of evaluators will be averaged for each tenderer, and the average scores will also be transferred to a Price/Quality Evaluation Summary sheet.

BARNSELY METROPOLITAN BOROUGH COUNCIL

Dearne Area Council Meeting:

Agenda Item 6

**Report of Dearne Area Council
Manager**

The Dearne Area Council Housing Enforcement

1.0 Purpose of Report

- 1.1** To update members regarding the role of the private sector housing officer and enforcement and investigations officer and the proposal for funding these posts a further year.

2.0 Recommendations

- 2.1** That Members of the Dearne Area Council approve funding both Housing and Enforcement posts for a further year and allocate approximately £75,000 out of their commissioning budget to continue the level of Housing and Enforcement provision that already exists within the Dearne Area.

3.0 Roles and costings

- 3.1** The Enforcement and Investigations officer's role is to direct a team of Anti-Social Behaviour Enforcement Officers in case managing instances of serious and persistent anti-social behaviour regardless of tenure ensuring appropriate outcomes are determined for each case within acceptable timescales. To timely progress straightforward legal cases including application and advocacy in court particularly in respect of Introductory Tenants and Anti-Social Behaviour Injunctions.
- 3.2** A Service level agreement was developed by the Dearne Area Council and BMBC community safety in November 2014. This agreement was to provide enforcement and investigations officer for a period of one year within the Dearne Area. This contract will cease at the end of November 2015. In order to provide this service for a further year it will cost approximately £38k with on costs. If approved this contract will run until November 2016
- 3.3** The Private sector Housing and Environment Officer role is to support the delivery of regeneration projects in targeted areas by providing a proactive reassuring practical and visible customer focused housing and environmental management service in the private sector in targeted areas. The Officer is responsible for the delivery of a combination of key front line elements of Private Sector Housing support, Environmental Management, Community and Tenancy Support, Community Safety and Cohesion.

Subsequently BMBC community safety sourced funds from the Barnsley Economic Strategy in order to provide the Dearne with additional resources by way of having private sector housing Officer placed in the Dearne for a one year period, this contract will cease at the end of March 2016. IN order for the Dearne area to maintain this provision the cost would be approximately £37K with on costs. If approved this contract will run until March 2017.

Officer:

Claire Dawson
Dearne Area Council Manager

Tel:

01226 775106

Date:

16th November 2015

BARNSELY METROPOLITAN BOROUGH COUNCIL

Dearne Area Council Meeting:

Agenda Item 7

**Report of Dearne Area
Council Manager**

Dearne Area Ward Alliance Notes

1. Purpose of Report

- 1.1 This report appraises the Dearne Area Council of the progress made by each Ward in relation Ward Alliance action plans and review of the priorities.

2.0 Recommendation

- 2.1 That the Dearne Area Council receives an update on the progress of the Dearne North and South Ward Alliances for information purposes. Members are reminded of requirement for Ward Alliance minutes to be received by the Area Council.

3.0 Introduction

- 3.1 This report is set within the context of decisions made on the way the Council is structured to conduct business at Area, Ward and Neighbourhood levels (Cab.21.11.2012/6), Devolved Budget arrangements (Cab16.1.2013/10.3), Officer Support (Cab.13.2.2013/9) and Communities and Area Governance Documentation (Cab.8.5.2013/7.1). This report is submitted on that basis.

4.0 Ward Alliance Meetings

- 4.1 The Dearne South Ward Alliance meeting was held on the 14th October 2015. It was a very positive meeting and progress is being made on implementing the self-improvement and assessment plans.
- 4.2 The Dearne North Ward Alliance was held on the 29th of September 2015. Twiggs attended the meeting and a discussion was held regarding how the service will fit into the Ward Alliance action plan.

Appendix One: Dearne South Ward Alliance Meeting notes

Appendix Two: Dearne North Ward Alliance Meeting notes

The reporting into the Dearne Area Council, of the Ward Alliance notes is in line with the approved Council protocols. The notes are for information only.

Officer Contact:
Claire Dawson

Tel. No:
01226 775106

Date:
16th November 2015

Appendices One: Dearne South Community Board Meeting

Prospect Road Community Centre,

14th October 2015, 5pm

1. **Present:** Cllr Sixsmith (Chair), Terry, Graham Jarvis, Alan George, Andy Cole, Cllr May Noble, Cllr Brook, Charlotte (Observing), Ann Toy, Lisa Lyon

Heather Bottomley observed at previous meeting and has decided not to submit a ward membership form.

Action: Ann to contact Angie Kelly to find a suitable time to attend. Cllr Sixsmith is keen to keep Angie on the ward alliance and keep this as an open invite as she is an asset to the group.

2. **Apologies:** none

3. **Minutes and matters arising**

Ralph reminded the group that the meetings will be rotated between 5pm and 11am to allow people to attend.

Lisa reported back on discussions with Derek Bell regarding flood plans. Properties previously flooded have had mitigation works completed and Yorkshire Water cleared the silt from the tank that contributed to the major floods. Cllr Brooks didn't think that the properties on Lowfield Road had been visited or had remedial work completed.

Action: Lisa to check this with Derek Bell.

Members of the board reported the following block drains and gullies: Meadowgate, Furlong road (BODY building flooded), Dearne Road, Mexborough road

Action: Lisa to report these to the help line. Cllr Brook also asked for information on gully cleaning routines across the area.

Action: Lisa to request information.

The group asked for an update on the container which had been previously discussed with Derek Bell. Lisa reported that Derek did not have a container available; the group still think there is a need and discussed Carnegie /BODY building as a location. Although it was recognised that this wasn't necessarily central, it was the only viable location suggested to date. Graham said this is something we could look at.

Action: Lisa to discuss further with Graham

Lisa also said that Derek Bell had no one on the Snow Wardens /Good Neighbour scheme list for this area.

Action: Lisa to promote this scheme through social media.

Action: correction to minutes – the property discussed at the last meeting is 50 Highgate not 60.

4. **Improvement / self-assessment plan**

Ann took the meeting through the updates on the self-assessment.

Action: group to feed through any additional inclusions

5. **Action Plan and priority setting**

Ann went through the Area Plan and priorities fed back at the last meeting.

Action: group to contact Ann with any additional comments.

Action: Ralph suggested using Ward Alliance funding to purchase a printer for the Dearne team office. Ann to discuss with Claire Dawson

6. Budget update / treasurers report

No applications have been submitted since the last meeting. Ann provided an update on the Ward Alliance budget. To date £2800 has been allocated and £7200 remaining.

Alan George gave an update on the Dearne South working fund. £2098.39 is remaining in the fund. Room hire for these meetings is coming out of this funding. The group discussed rotating the meeting room around the area to support more venues. May suggested remaining at prospect road until the Carnegie building café / community hub is complete and then revisit this discussion. Ann circulated the assessment toolkit and talked the group through how to use it when assessing the Ward Alliance applications.

Action: May asked the group to think about potential projects and encourage groups to submit applications against the action plan priorities

Action: Lisa to support the Bolton on Dearne Voluntary Action Group to submit an application for a bin store / tools and bigger pieces of equipment for clean-up days etc. The idea would be to work alongside Twiggs to support the group.

Action: Ralph mentioned the BMBC equipment and agreed to chase this up for Graham and look into storing equipment at the side of the Playhouse (Howard gaskin the contact)

7. Any other business

Scouts and guides application has been withdrawn.

Action: St Andrews Square – Ralph to complete the paperwork for the Christmas event as Ann is on leave and it needs completing within the next fortnight.

Action: Ralph to complete application for raffle

Kiln still not being used. Ann to chase this.

Next meeting: 18th November 15, Prospect House, 11 o'clock

Appendix two:

Notes from the Dearne North Alliance Meeting 29th September 2015 - 10am Goldthorpe Library

1. Present:

Cllr Worton (Chair), Cllr Gollick, Derek Bramham (Chair of Big Local), Pauline Phillips (Thurnscoe Park), David Perry, Charlotte Williams, Alison Sykes, Marie Sinclair (Dearne Area Team), and John Twigg (for agenda item 4)

2. Apologies:

Cllr Gardiner, Andrew Hainey, Sandra Pennington & Teresa Sim

3. Notes of previous meeting / matters arising

No matters arising.

4. Introductions & presentations

Twiggs – The commissioned clean & tidy service for the Dearne.

John Twigg presented the group with the work plan highlighting hotspot areas and the work he had been tasked with so far, with the help of the Area Team an Environmental Steering Group has been set up to plan the work, with local residents/activities/community group members being part of this steering group. These members will then feed back to the Alliance with issues – John also informed the Alliance that he is still waiting for the information about the services that Neighbourhood Pride & Neighbourhood Services are currently maintaining in the area, will feed back to the Steering Group when its relayed to him.

Goldthorpe Scout & Girl Guides

Mark Davies was welcomed to the group and gave an update of the situation on the Guides/Scouts, after detailed discussions around the building & their activities inside & out he felt it necessary to withdraw the application of £6000 for him and the leaders of the group to get their heads together and strengthen the application and look at the priorities of what they need, he thanked everyone for their time and understanding of what the Ward Alliance is all about and added he will be back in touch shortly.

Breakdown of activities: Potential for 28 Cubs & 33 Scouts at the moment numbers are around 60% capacity with ages from 3 -11 years, weekly subs of £3.00 however they do help with costs of uniforms and in case of any families struggling to re-cycle the clothing.

Action: Mark to meet with the Area Team to finalise some projects that may help the group to fulfil some of the project work. – Marie will email to set up the meeting with her & Claire.

5. Funding applications

Marie advised the Alliance of their funds remaining with a balance of **£7600.00** so far their expenditure has been spent against quality of life for **£2400.00**.

Name of Project/Organisation	Group Contact Person	Value of Grant requested	Grant Awarded	Priority
The Ship FC	Amanda Gear	£780.00	£780.00	Quality of Life / Youth Provision
Thurnscoe Institute Cricket Club	Mark Newton	£1,620.00	£1,620.00	Quality of Life / Youth Provision

Checklist toolkit forms were handed out before the meeting to ensure questions and discussions about the applications could be made & checked before the overall decision.

Scout application for £6000 (split 50/50 with Dearne South) was withdrawn as new Chairman Mark Davis wanted to take a better look into their structure on the group, their assets, and what they needed first.

Thurnscoe Park Group requested £3500.00 Pauline declared an interest and left the room for this item. The application was for updating the bins in the park and to purchase a watering machine that not only would look after the plants/shrubs/herbs in the park but would be able to be lent out to other community groups if they wanted help with watering hanging baskets or other greenery that a tap wasn't nearby. **unanimously agreed**

Dearne Memorial Group £666.00 applied for monies against restoration work on the miners memorial bench & also ink cartridges to help the group print off literature and before & after photos. **Unanimously agreed**

Church Street Social Club £232.00 – housing complex (Bingo machine) short discussion about whether they felt this application hit the priorities but with running through the tools checklist it was **unanimously agreed**

Balance after agreeing the above applications is **£3170.00** to be spent before 31st March 2016.

Marie gave an update on the social action & volunteering time against some of the previous projects paid through both Ward Alliance & Devolved Ward Budget including: Dial,

Fit Reds, Thurnscoe Institute Cricket Club, The Hill Healthy Schools, Dearne Allotment Group, and finally Dearne Memorial Group. The group added this is of value to know for future submissions.

6. Action plan – everyone looked through the action plan and agreed the plan set out was not only acceptable but achievable as a working document.

Action: Cllr Worton signed the action plan off as 'good to go'

7. AOB –

Marie highlighted that information from the Alliance was required for the Annual Review and asked members of the Alliance to put something together on behalf of their group and email before mid-November.

Dates for meetings/events of community groups

- Working Together Workshop Monday 12th October 4pm – 7pm
- Big Local Meeting 1st October 5pm Thurnscoe Library
- Dearne Environmental Steering Group meeting Tuesday 6th 10am

8. Date of next Meeting

Tuesday 24th November 2015 at Goldthorpe Library 10am

Cllr Jen Worton thanked everyone for attending and closed the meeting.

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**BARNSELY METROPOLITAN BOROUGH COUNCIL
DEARNE AREA COUNCIL 16th November 2015**

**Report of the
Dearne Area Council Manager**

Update on Ward Alliance Fund and Devolved Ward budget spend

1.0 Purpose of Report

- 1.1 This report seeks to inform Members about agreed spend to date from Devolved Ward Budgets and Ward Alliance Funds within the Dearne Area.

2.0 Recommendations

- 2.1 **That the Dearne Area Council receives the Devolved Ward Budget and Ward Alliance Fund Report and notes any spend to date for the Wards of Dearne North and Dearne South.**

3.0 Introduction

- 3.1 This report is set within the context of decisions made with regards to Devolved Budget and Ward Alliance Fund arrangements (Cab16.1.2013/10.3).
- 3.2 In considering projects for the use of the Devolved Ward Budget and Ward Alliance Funds, Members are satisfied that the projects identified meet a recognised need for the Ward, are in the wider public interest, and represent value for money.

4.0 Commitments to Date

- 4.1 Appendix one shows a breakdown of committed spends from 1st September 2015 to November 2015. The report includes the total allocations and projects for 2015/16 by Ward and by fund.
- 4.2 To date the Dearne North Ward has allocated £9,159.79 of its £10,109.49 Devolved Ward Budget leaving £949.70 unallocated. The Dearne North Ward alliance has allocated £6,830 of its £13,938.85 Ward Alliance budget leaving £7,108.85 in the budget to spend on Dearne North projects.
- 4.3 The Dearne South Ward has a DWB allocation of £9,600.14 to allocate due to an over-spend of £399.86 in the 2014-15 financial year. They have committed £6,472.68 of this Devolved Ward Budget allocation, leaving £3,127.46 unallocated. The Dearne South Ward has allocated £2,800 of its £13,660.85 Ward Alliance allocation leaving £10,860.80 unallocated.

Appendices

Appendix One: Dearne North and South Ward Alliance and Devolved Ward Budget update.

Officer:

Claire Dawson
Dearne Area Council Manager

Tel:

01226 775106

Date:

16th November 2015

Appendix One

Dearne Area Council (October 2015) Update

Devolved Ward Budget Overview

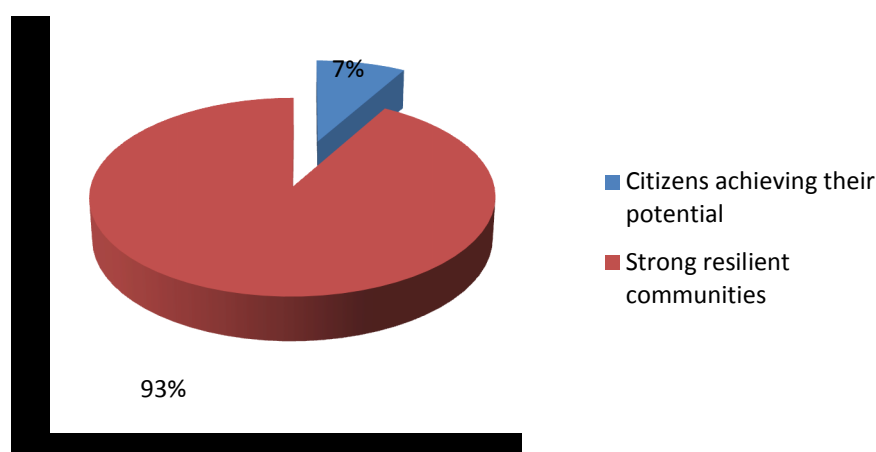
The Dearne Area Council has a Devolved Ward Budget grant allocation of £19,709.63 for the 2015-2016 financial year. This allocation, broken down by Ward below, is made up of a £10,000 allocation for 2015-2016, and a subtraction of £290.37 from an over-commitment from the 2014-2015 financial year.

2015/2016 DEVOLVED WB	Carry Forward 2014-15	2015-16 allocation	Full 2015-16 Allocation
DEARNE	- £ 290.37	£ 20,000.00	£ 19,709.63
Dearne North	£ 109.49	£ 10,000.00	£ 10,109.49
Dearne South	- £ 399.86	£ 10,000.00	£ 9,600.14

To date, the Dearne Area Council has allocated £14,632.37 of its £19,709.63 Devolved Ward Budget allocation, with £11,007 of this commitment being charged.

2015/2016 DEVOLVED WB	Allocation	Committed spend	Charged spend	Allocation remaining
DEARNE	£ 19,709.63	£ 15,632.47	£ 11,007.00	£ 4,077.16
Dearne North	£ 10,109.49	£ 9,159.79	£ 5,990.61	£ 949.70
Dearne South	£ 9,600.14	£ 6,472.68	£ 4,903.50	£ 3,127.46

A breakdown of how these allocations for both the Dearne North and South wards support the Corporate plan priorities is below:



To date, the Dearne North Ward has allocated £9,159.79 of its £10,109.49 Devolved Ward Budget allocation. To date, £5,990.61 of this has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
Safety for elderly with the aid of rollators	£650.00	£650.00	£9,459.49

Clean up of Tudor Street Carpark	£437.11	£437.11	£9,022.38
Replacement bin at Cooplands Bakery in Thurnscoe	£350.00		£8,672.38
Bulky Rubbish collection (50:50 split with Dearne South)	£500.00		£8,172.38
Fit Reds Programme (50:50 split with Dearne South)	£1,903.50	£1,903.50	£6,268.88
Children's School holidays & after school activities (50:50 split with Dearne South)	£500.00	£500.00	£5,768.88
Transforming the Dearne Playhouse (50:50 split with Dearne South)	£2,500.00	£2,500.00	£3,268.88
Removal of trees in Thurnscoe Park	£1,250.00		£2,018.88
Enhance children's creativity Christmas 2015 (split 50:50 with Dearne South)	£190.00		£1,828.88
Environmental Equipment for community use (split 50:50 with Dearne South)	£379.18		£1,449.70
Bulky Rubbish collection Phase 2 (50:50 split with Dearne South)	£500.00		£949.70

To date, the Dearne South Ward has an allocation of £9,600.14 to allocate due to an overspend of £399.86 in the 2014-15 financial year. They have committed £6,472.68 of this Devolved Ward Budget allocation. To date, £4,903.50 of this has been charged to the Ward.

Devolved Ward Budget Project	Allocation	Charged spend	Allocation remaining
Bulky Rubbish collection (50:50 split with Dearne North)	£500.00		£9,100.14
Fit Reds Programme (50:50 split with Dearne North)	£1,903.50	£1,903.50	£7,196.64
Children's School holidays & after school activities (50:50 split with Dearne North)	£500.00	£500.00	£6,696.64
Transforming the Dearne Playhouse (50:50 split with Dearne North)	£2,500.00	£2,500.00	£4,196.64
Enhance children's creativity Christmas 2015 (split 50:50 with Dearne South)	£190.00		£4,006.64
Environmental Equipment for community use (split 50:50 with Dearne North)	£379.18		£3,627.46
Bulky Rubbish collection Phase 2 (50:50 split with Dearne North)	£500.00		£3,127.46

Ward Alliance Fund Budget Overview (Includes Public Health Funds)

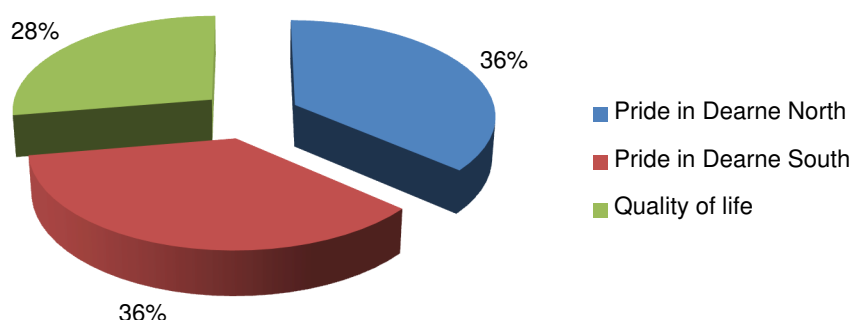
The Dearne Area Council's Ward Alliance has a Ward Alliance grant allocation of £27,599.65 for the 2015-2016 financial year. This allocation, broken down by Ward below, is made up of a £20,000 allocation for 2015-2016, and carry forward allocation of £7,599.65 from the 2014-2015 financial year.

2015/2016 Ward Alliance	Carry Forward 2014-15	2015-16 allocation	Full 2015-16 Allocation
DEARNE	£ 7,599.65	£20,000.00	£ 27,599.65
Dearne North	£ 3,938.85	£10,000.00	£ 13,938.85
Dearne South	£ 3,660.80	£10,000.00	£ 13,660.80

To date, the Dearne Area Council's Ward Alliances have allocated £9,630 of their £27,599.65 Ward Alliance allocation, with £3,900 of this commitment being charged.

2015/2016 Ward Alliance	Allocation	Committed spend	Charged spend	Allocation remaining
DEARNE	£ 27,599.65	£ 9,630.00	£ 3,900.00	£ 17,969.65
Dearne North	£ 13,938.85	£ 6,830	£ 2,010.00	£ 7,108.85
Dearne South	£ 13,660.80	£ 2,800	£ 1,890.00	£ 10,860.80

A breakdown of how these allocations are supporting both of the Ward priorities is below:



The Dearne North Ward has allocated £6,830 of its £13,938.85 Ward Alliance allocation. The Dearne North Ward has £1,267.25 of Public Health Funds remaining which is included in the total allocation for 2015/16

The projects declared a total number of 2320 volunteer hours, which equates to the equivalent monetary value of £25,728.80

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
The Ship – Setup & continuation	£ 780.00	£ 780.00	£13,158.85
Thurnscoe Institute Cricket – Sight Screen	£ 1,620.00	£1,620.00	£11,538.85
Thurnscoe Flower Park	£3,500.00		£8,038.35
Memorial Thurnscoe park	£666.00		£7,372.85
Church St Close Social Club – Community Wellbeing & social activity	£264.00		£7,108.85

The Dearne South Ward has allocated £2,800 of its £13,660.80 Ward Alliance allocation. The Dearne South Ward has no Public Health Funds remaining.

The projects declared a total number of 502 volunteer hours, which equates to the equivalent monetary value of £5,567.18

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Comrades FC – Second Hand Mower	£1,500.00	£1,500.00	2160.80
Dearne Cricket Club – Maintenance of cricket field grounds	£1,300.00		10,860.80

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