

<b>MEETING:</b>	South Area Council
<b>DATE:</b>	Friday, 28 October 2016
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room, The Hoyland Centre

## AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

### Minutes and Notes

- 2 Minutes of the Meeting of South Area Council held on 2nd September, 2016  
(Sac.28.10.2016/2) *(Pages 3 - 8)*
- 3 Notes of the following Ward Alliances (Sac.28.10.2016/3) *(Pages 9 - 18)*  
Hoyland Milton and Rockingham – held on 5<sup>th</sup> September, 2016  
Darfield – held on 29<sup>th</sup> September, 2016  
Wombwell – held on 20<sup>th</sup> September, 2016

### Performance

- 4 Report on the Use of Ward Alliance Funds (Sac.28.10.2016/4) *(Pages 19 - 26)*
- 5 Performance Report (Sac.28.10.2016/5) *(Pages 27 - 54)*

### Items for Decision/Discussion

- 6 Update on new commissions (Sac.28.10.2016/6) *(Pages 55 - 60)*

To: Chair and Members of South Area Council:-

Councillors Stowe (Chair), Andrews BEM, Coates, Dures, Franklin, Frost,  
Daniel Griffin, Lamb, Markham, Saunders, Shepherd and R. Wraith

Area Council Support Officers:

Diane Lee, South Area Council Senior Management Link Officer  
Kate Faulkes, South Area Council Manager  
Phil Hollingsworth, Locality Manager  
Peter Mirfin, Council Governance Officer

Please contact Peter Mirfin on 01226 773147 or email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Thursday, 20 October 2016

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<b>MEETING:</b>	South Area Council
<b>DATE:</b>	Friday, 2 September 2016
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room, The Hoyland Centre

## MINUTES

**Present** Councillors Stowe (Chair), Andrews BEM, Coates, Franklin, Frost, Lamb, Saunders, Shepherd and R. Wraith.

### 10 Declarations of Pecuniary and Non-Pecuniary Interests

No Member wished to declare an interest in any item on the agenda.

### 11 Cohesion and integration

The Chair read out a statement which noted the recent rise in xenophobia, racism and hate crime, which had been seen since the recent referendum on Britain leaving the European Union. The Chair emphasised the Council's commitment to equality and diversity, and sought the support of Members to condemn the recent attacks, and reaffirm the stance of the Council of being proud to live in a diverse and tolerant society.

**RESOLVED** that the policy of the Council be supported by Members, and their commitment to this reaffirmed.

### 12 Minutes of the Meeting of South Area Council held on 17th June, 2016 (Sac.02.09.2016/2)

The meeting considered the minutes of South Area Council held on 17<sup>th</sup> June, 2016.

With regards to difficulties in engaging with Kirk Balk Academy, it was noted that the Chair had sent a letter highlighting these concerns; however no reply had been received. Members heard how the issue had also been raised with the Head Teacher through the Barnsley Schools Alliance. It was suggested that it may be worthwhile to raise the concerns with the Academy Trust sponsor, requesting a meeting to discuss the problems.

The Area Council Manager confirmed that a letter of thanks had been sent to Netherwood Academy, in particular giving praise to Gary Smith.

**RESOLVED** that the minutes of the South Area Council held on 17<sup>th</sup> June, 2016 be approved as a true and correct record.

### 13 Wombwell Ward Alliance presentation (Sac.02.09.2016/3)

Alan Taylor from Wombwell Ward Alliance was welcomed to the meeting to give a presentation entitled 'Growing a Garden, Growing a Community'.

The project had developed from Alliance and Berneslai Homes plans to, amongst other things, develop landlocked areas, promote healthy living, reduce grass cutting and increase engagement.

The meeting heard how the feasibility of the project had been explored with partners and consultation undertaken with the public. Members noted that the project was not merely to create a garden, but was also to act as a meeting point, help people learn new skills, and to improve health.

Members heard how the site was chosen for a number of reasons including having appropriate access, the ability to make the site secure, and being able to install a water supply.

Further consultation was undertaken through questionnaires, and holding an event on site. It was noted that the weather had hampered some of this, however this was bolstered by further door to door engagement and a number of interested residents signed up.

In early 2016 an estimate of £15,350 was arrived at for the site with Berneslai Homes providing £8,000 of the costs and the Ward Alliance providing the remainder.

A further event was held on site at Easter, with over a 100 people in attendance, and since this date the site has gone from strength to strength. Not only had the site developed, but the community had come together, with residents talking and interacting with each other. A further bed has been installed in Wombwell Cemetery to commemorate the centenary of the Battle of the Somme.

Alan made the meeting aware of plans in the autumn, and plans to restart afresh in the Spring, with gardeners becoming part of the management of the site.

Lessons learned as part of the project were discussed, which included establishing appropriate governance structures, and ensuring there was appropriate planning.

Alan gave thanks to a number of individuals for their support, including Amanda Bradshaw and the Area Team; Yola Walker and Berneslai Homes; the Tidy Team; Brian Whitaker; and the Ward Alliance.

Praise was given to the project and the impact seen in the area. Questions were asked relating to the insurance of the site and the use of produce.

Insuring the site had not been an issue, and in addition to public liability it had also been insured in order to hold events.

With regards to the use of produce, and it was noted that residents kept their own produce, but there was one communal bed on site. It was noted that in the future this could be used for healthy eating/cook and eat sessions.

**RESOLVED** that thanks be given to Alan for the presentation and the project be praised.

#### **14 Notes of the Ward Alliances (Sac.02.09.2016/4)**

The meeting received the notes from the following:- Darfield Ward Alliance held on 14<sup>th</sup> July, 2016; and Wombwell Ward Alliance held on 10<sup>th</sup> May and 5<sup>th</sup> July, 2016.

**RESOLVED** that the notes from the Ward Alliances be received.

#### **15 Report on the use of Ward Alliance Funds (Sac.02.09.2016/5)**

Members received the report which provided details of the latest expenditure from the Ward Alliance Funds.

**RESOLVED** that the report on the use of Ward Alliance Funds be received.

#### **16 Performance Report (Sac.02.09.2016/6)**

The item was introduced by the Area Council Manager.

In considering the outcomes for South Area Council commissions overall, Members noted that 1860 litter picks had been completed; over 800 environmental projects completed; over 1500 Fixed Penalty Notices issued for littering; and over 100 Fixed Penalty Notices issued for dog fouling. It was acknowledged that the numbers of people issued with notices for dog fouling had increased due to an increase in intelligence supplied by the public.

It was noted that 200 adults had volunteered in activity associated with the commissions, mostly with the Tidy Team, and to date there had been over £74,000 of income due to enforcement activity. Members also noted that 90% of the Area Council finance had been spent locally.

Members were reminded that the Tidy Team had been re-contracted, and this would run from 1<sup>st</sup> August, 2016 to 31<sup>st</sup> March, 2017. It was noted that this could be extended if finance was available and the need remained.

With regards to the work of the Tidy Team, the meeting discussed issues associated with the Burton Building. It was agreed to discuss this in more detail, including the most appropriate response to the issue, outside the meeting.

The Tidy Team had attended and supported many of the galas held in the area over the summer, as well as supporting work at Martha's Yard and Loxley Gardens. Members noted the positive work also being undertaken to improve Rockingham Court, which was being led by a resident volunteer. Members also heard about the work the Team was involved in with local schools.

Members noted that signs were now in place to highlight where green areas were maintained by volunteers. It was agreed that Members would forward any feedback as to whether this acted as a deterrent to littering.

Members discussed the contract with Kingdom Security and it was noted that new members of staff would be trained in October in order to administer Parking Charge Notices. It was noted a new supervisor had started for the area, and would be taking part in the Tidy Team steering group.

With regards to the work of the One Stop Shop, feedback remained positive. It was noted that the contract expired on 31<sup>st</sup> March, 2017. If members wish to provide this service after this date it was noted that this would need to be retendered in the autumn. The sessions held in the early evening continued to be in high demand, and Members heard that those using the service often were accruing larger amounts of debt in shorter amounts of time.

The meeting received feedback on the Summer Internship. Despite the hard work and dedication of C+K Careers, only approximately 50% of places had been filled. Disappointingly it was felt that many children did not want to forgo 2 weeks of their summer holidays, however the feedback from those who chose to engage was extremely positive. It was agreed that careful consideration ought to be given before agreeing to commission anything similar in the future.

**RESOLVED** that the report be received and the progress of all commissions be noted.

#### **17 Update on new commissions (Sac.02.09.2016/7)**

The Area Council Manager spoke to the report, which provided an update on a number of Area Council funded projects and initiatives.

Members noted that 45 signs highlighting that 'This area is maintained by volunteers' had been erected at agreed hotspots, the impact of which would be monitored.

The meeting heard how two projects, 'Pop Up Parks' and 'Young People Friendly Facebook' were now being taken forward as a result of the Youth Mapping Exercise, and three quotes were being requested for each.

The Area Council Manager made Members aware that three working groups had been established to progress ideas generated by the Health Asset Mapping Conference. It was noted that the work being undertaken by the CCG with regards to social prescribing would link well with the ideas being generated.

Members were reminded of the training on Social Return On Investment organised with Rocket Science, and the analyses to be undertaken on South Area Council commissions.

Members heard how the officer to work with landlords and tenants in the private sector had been recruited and their start date would be confirmed shortly. The workshop to discuss areas where problems were particularly prevalent was noted. Members discussed the need to link with the local tasking officer and Berneslai Homes officers, and were assured this would take place as part of the induction.

The 'Urban Survival' course had now been held, however only 12 young people had taken part in the sessions. Those attending had reported a very positive experience.

The Achieving Respect and Confidence (ARC) course had been completed by 14 young people. A second course had been arranged to take place in early October, 2016. It was agreed to circulate the details of the passing out parade in order for Members to attend.

**RESOLVED** that the report be noted and the progress made in implementing the project contained within acknowledged.

#### **18 Community Magazine (Sac.02.09.2016/8)**

The item was introduced by the Area Council Manager, who reminded the meeting of the original approval to pilot the Community Magazine for two issues. The cost associated with the magazine were solely relating to its distribution to every household in the South Area.

Members noted that the magazine would continue to be free to produce, due to the costs associated being funded through selling advertising space in the magazine. However, distribution costs remained and indications were that these were likely to be in the region of £6,178.30 for 2 issues to be distributed by Royal Mail. The Area Council Manager suggested that other suppliers ought to be considered if possible.

The meeting discussed the merits of producing the magazine, and the consensus was to produce two further editions. However, it was suggested that following the next two issues an evaluation ought to be undertaken to assess its effectiveness.

#### **RESOLVED:-**

- (i) that two further editions of the Community Magazine be produced;
- (ii) that authority be given to the Interim Executive Director to procure distribution of 2 issues of the Community Magazine to each household in the South Area, at a cost of up to £6,178.30;
- (iii) that, following the production and distribution of the magazine, an exercise be undertaken to evaluate its effectiveness.

#### **19 Highways schemes using income from Environmental Enforcement contract (Sac.02.09.2016/9)**

The Area Council Manager introduced the item, referring to a recent workshop where Members had discussed the use of income from the issuing of Fixed Penalty Notices and Parking Charge Notices.

A number of schemes had been discussed, and two were put forward within the Rockingham Ward, with a further scheme in Wombwell.

The schemes within the Rockingham Ward involved the installation of bollards, one at Longsfield Crescent in Hoyland and the other on Parkside Road, in order to prevent cycle and motorcycle access. The cost of both schemes was expected to be £3,535.65.

The scheme in Wombwell involved implementing a Traffic Regulation Order, and installing relevant lining and signage outside Wombwell Cricket Club. It was thought that this would help to stop inconsiderate parking. The cost of this was likely to be in the region of £4,000.

**RESOLVED:** - that £3,535.65 and £4,000 be allocated to the schemes detailed in the report submitted within the Rockingham and Wombwell Wards respectively; and that authority be given to the Interim Executive Director, Communities to initiate the necessary action to implement the schemes.

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Chair



**Hoyland Milton and Rockingham**

**Notes of meeting held Monday 5<sup>th</sup> September 2016**

**The Hoyland Centre**

Present:

Cllr Chris Lamb	Rockingham Ward (Chair)
Cllr Jim Andrews	Rockingham Ward
Cllr Robin Franklin	Hoyland Milton Ward
Cllr Tim Shepherd	Hoyland Milton Ward
Cllr Mick Stowe	Hoyland Milton Ward
Anne Sanderson	Neighbourhood Watch
Janet Cartwright	Friends of Elsecar Park
Pat Gregory	Walderslade Surgery
Fiona Tennyson	BMBC Tasking Officer
Revd Alison Earl	Vicar Holy trinity Church Elsecar
Andy Hodgkinson	Toch
Neil Spencer	Forge Community Partnership
John Lang	Job Club
Ian Warhurst	Hemingfield Action Group
Dawn Grayton	BMBC South Area Team

Apologies:

Cllr Emma Dures	Rockingham Ward
June Walker JP	Barnsley Fed of Residents and Tenants
Joan Whittaker	Secretary
Dave Graham	Berneslai Homes
Danielle Gill	Tesco
Phil Anderson	Tesco

**Councillor Lamb chaired the meeting.**

**1. Welcomes and apologies.**

**2** The Chair welcomed Kath Cooper, Natalie, and Jemma Forge Community Partnerships – Cook and Eat Project. The Chair also welcomed Kaye Mann, Public Health – Smoke Free Play Parks.

**3.** Kath Cooper gave a short presentation on the Cook and Eat Project. A copy of the presentation is attached. Jemma gave a short talk on her experience as a participant on the course.

**4.** Kaye Mann gave a short presentation about piloting Smoke Free Play Parks in Elsecar Park. Kaye left some questionnaires for completion and returning. It was agreed they would be returned to Dawn and Kaye would collect. Copy of presentation and questionnaire is attached.

### **5. Notes from the Ward Alliance meeting held on 23 May 2016**

There were no matters arising and the minutes were accepted as a true record.

### **6. Tidy Team Update.**

Neil gave an update on the work of the Tidy Team, again it is all very positive. He was delighted to inform the Alliance that they had been successful in securing the Tidy Team Contract which had recently been up for renewal. There will be a bigger emphasis on co-production and projects such as 'Love Your Block' and engaging with groups. The Tidy Team has recently signed the licence for the Cloughfields Community Centre which will become the base for the Tidy Team. They have recently advertised for 4 apprentices and applications have initially been slow to come in but now they have 12 applications. Neil has attended a social return on investment (SROI) workshop who had calculated the initial SROI at £19.00 return for every £1.00 invested and this was great news, although this could change in time.

### **7. Promotion of Ward Alliance Funding.**

Discussed how much money was currently been held in the Ward Alliance Fund.

### **8. Ongoing Projects.**

**Update on Slipper Exchange.** A market is planned for 7 October in Hoyland with partners invited to take a stall. Wyndsors have agreed to provide slippers at £8.00 per pair on a sale or return basis. An email will be circulated this week asking for volunteers on the day. Further smaller more localised events will run soon after the market.

**Celebration Event.** Cllr Shepherd has had a meeting with the Darton Team and Councillors who have hosted a similar event before. The event will be on Thursday 24 November 2016 and the preferred venue is Barnsley Town Hall as it will feel more like a celebration. Cllr Shepherd will book the Town Hall and invite various local dignitaries to the event. He has asked for a small number of people to meet to form a working party, several members of the Alliance agreed to attend. It was agreed the Ward Alliance will ring fence £2000 for the event.

## **9. New Projects**

The following projects were all ratified as they had previously been circulated and no objections received:

Blacker Hill Consultation

Birdwell Primary Parents Group – Healthy Lifestyles

Youth Partnership

Young Families Group – Healthy Lifestyles.

### **New applications:**

Hoyland Community Choir – agreed

Rockingham Brass Band – agreed

Birdwell Methodist kids Club –agreed

Health and Fitness – Engaging children and older people –unsuccessful

Phoenix Ladies Group – agreed

59<sup>th</sup> Birdwell Brownies – agreed

Birdwell Volunteers – agreed

Hoyland Common Action Group – agreed

### **Application Withdrawn**

Little Jumpers – This application was previously agreed but the group did not receive any monies until application for planning permission was successful. The applicant has withdrawn the application because the project will not go ahead.

## **10. Any other business**

There will be a community clean up in Jump Park

## **11. Date of next meeting – 18 October 2016 at the Hoyland Centre**

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**Darfield Ward Alliance**  
**Notes of meeting held Thursday 29<sup>th</sup> September 2016 @ 4.30pm**  
**At Darfield Community Centre**

**Present:** Cllr Pauline Markham, Cllr Dorothy Coates, Cllr Caroline Saunders, David Hildred, Geoff Hutchinson, Margaret Barlow, Colin Ward Tanya Dickinson (Community Development Officer), Michael Fenna, Barbara Tindle (Secretary)

**In Attendance:** Hannah Phillips

**1. Introductions and apologies**

Pauline welcomed Hannah Phillips (Digital Doctors) and apologies received from Brian Moore. Tanya had received correspondence from Lee Parkinson who is finding it difficult to attend meetings due to work commitments. It was agreed that a letter of thanks be sent to Lee thanking him for all his work and commitment to the WA.

**2. Digital Doctors – Hannah Phillips**

Hannah gave a power point presentation to the members outlining the work of Digital Doctors throughout the borough. The project is led by Barnsley Council and Berneslai Homes and targeting 45-65 year olds on all aspects of computer technology. It is held in libraries across the borough and intends to roll out further into communities. It gives advice on a range of topics (computers, tablets, smartphones, email, internet, social media and Skype). Anyone wanting more information about the Digital Doctors should email [DeviceDoctors@barnsley.gov.uk](mailto:DeviceDoctors@barnsley.gov.uk). Pauline thanked Hannah for attending.

**3. Minutes of last meetings and matters arising**

19<sup>th</sup> May 2016 – approved

14<sup>th</sup> July 2016 – Due to the meeting not being quorate decisions need to be ratified.

Matters arising: A letter of thanks has been sent to Kevin Osborne and Phil Beer & Zoe Ellis-Georgiou from One Stop Shop have been invited to the November Ward Alliance meeting.

**4. Ward Alliance Fund**

Applications

Basketball opportunities for 7-13 year olds - £200

After a brief discussion regarding the application it was agreed to fund the project in full.

A Christmas Tree for Darfield - £500

Geoffrey Hutchinson declared an interest. After a brief discussion regarding the application it was agreed to fund the project in full. It was agreed for Tanya and Barbara to look at organising a small Christmas event to tie in with the installation of the tree.

**Action:** Tanya and Barbara

### Maintenance of team facilities at Houghton Main Football Ground - £600

Colin Ward declared an interest and left the room. After a brief discussion regarding the application it was agreed to fund the project in full.

### Replacement bins for Bly Road/Pinfold/Inkerman - £900

After discussing the application, concerns were raised regarding whose responsibility it was to provide bins within the area and whether or not the Ward Alliance Fund should be used for this. It was agreed to defer the application until further information has been received. A meeting with Highways to be arranged to explore this matter further.

**Action:** Tanya, Colin, Caroline

### Love your Street - £250

After a brief discussion regarding the application it was agreed to fund the project in full.

### **Decisions ratified:**

Darfield History Society - £650 – Approved

Darfield Outwood Academy (Heathy Lifestyle) – Rejected

Room hire for WA meetings up to the end of March 2017 - £120 - Approved

Update on Darfield Cricket Club application to cut back overhanging trees – Tanya contacted the club and work will begin on the 9<sup>th</sup> October 2016. A banner will be erected on the railings of the ground to advertise that the funding came from the WA.

## **5. Ward Alliance Project Updates**

Gala – Caroline gave a brief update on how successful the day went. Thanks was given to Caroline and everyone involved in helping with the event. It was decided that the main role would be passed onto another WA member so that the work can be equally distributed. Geoffrey informed the meeting that there was an unspent balance of £175. It was agreed to ask for this amount to be kept and used to fund the Christmas event spoken about earlier.

**Action:** Tanya to contact the Grants Officer.

Cenotaph – Dorothy to meet with Lee and Parks to develop the project further.

Winter Warmers -to discuss at a later date.

Community Resilience Plan – Earlier on in the year the WA started work on supporting Barnsley Council with the production of local flood plans. Tanya has been asked to approach the Alliance to see if they would like to extend this piece of work and develop a local community resilience plan which would be actioned during times of adverse weather, utility disruption, evacuation etc. The WA agreed that they wished to concentrate on just producing up-to-date flood plans for now. A community resilience plan may be considered further down the line. WA members would like to express their thanks to the South Area Team for all their hard work on the flood plans.

**Action** – Tanya, Pauline, Dorothy, Caroline

6. **Revisiting Priorities** – A meeting to revisit priorities of the WA to ensure that they best meet the needs of the local area was arranged for Thursday 13<sup>th</sup> October 2016 at 3.30 – 5.30 pm at Darfield Community Centre.

7. **Training and Development**

An informal networking event for all of the Alliances across the South area is to be held on Thursday 6<sup>th</sup> October 2016 4 – 6 pm at Wombwell Library. This is an opportunity to meet each other and find out more about the fabulous work being carried out across the South Area.

8. **Any other business**

Geoff discussed the Bank account/signatures with members and after a brief discussion it was agreed to leave it how it stands for now.

Darfield Post Office will close on 6<sup>th</sup> October 2016 at its current location and it was agreed a thankyou card would be sent to Muralee Panchanathan and his family for all their work within the community.

Community Notice Board – Tanya has spoken with St. Michael & All Angels Catholic Primary School who have agreed to have one of the notice boards. The Tidy Team will erect the board and the school have agreed to update it as and when required.

Tanya informed the members that Kate Faulkes (South Area Manager) is on long term sick having had a fall whilst on holiday.

The Community magazine will be sent out in December and if anyone would like an article to appear please contact Tanya for more information.

A Safe Guarding Poster was handed out for feedback. Members agreed the light blue colouring on wording is too hard to read.

Tanya gave information regarding the #iwill campaign to promote social actions amongst young people. If anyone knows of any projects that these young volunteers could get involved with, please contact Tanya for more information.

9. **Date of next meeting** – *Thursday 17<sup>th</sup> November 2016*

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## Wombwell Community Alliance

Held in Library at 6pm on 20/09/16

### Present

Cllr Rob Frost	Chair
Cllr Dick Wraith	Vice Chair
Brian Whitaker	Treasurer
Amanda Bradshaw	BMBC
Sara Brautigam	Secretary
Brenda Eastwood	
Graham Wright	
Cllr Daniel Griffirin	
Joan Whitaker	We Love Wombwell

#### **1. Apologies**

Peter Jones and Alan Taylor

#### **2. Minutes of last meeting and Matters Arising**

The minutes were recorded as a true recorded.

#### **3. Presentation by Kath Cooper about Kings Oak Healthy Living Project.**

Healthy Lifestyles project has run from May-June 2016

The stating project was a 6 week course called Cook & Eat.

In this course parents learnt how to cook a meal, handle budgets and plan a healthy family meal.

The outcomes of the course include:

- Parents progressing on to the 17 week All about me course
- Completing level 1 & 2 Literacy and Numeracy classes in September.
- One parent has a volunteering job with Home Start
- One parent has a job at Boots Chemist
- One parent has started a course at Barnsley College
- And 2 parents have voiced interest in helping with the luncheon club

#### **4. Funding Applications**

Kings Oak- Approved the full amount of £1895.00

Barnsley Leaders Junior Basketball- Approved the full amount of £200, however the group suggested that the club should try to do more in the way of recruiting new members.

£1500 was also approved for the hanging baskets to be re-done.

#### **5. Luncheon Club**

Farther Martin has had a quote come in for the work.

Keirs have quoted for the job but as of yet the quote has not been received.

The group have said that there is a need for a community consultation to see if there is still a need for the project.

It was also suggested to look into the possibility of a different venue for the club, ideas put forward included, The Salvation Army, Methodist Church and Summer Lane Church.

#### **6. Future Market Update**

There hasn't been much progress however the Swishing Market didn't take off.

The Salvation Army band is booked for the Christmas market.

It was suggested to look at different stalls for the market like a cheese stall and a taste of Vegas.

Look at the costings to stall holders compared to those of Hoyland. **ACTION-** Amanda to look into this.

For other markets look at the possibility of offering free stalls as a one of to try and boost stall holder numbers.

Look at a spring stalls market.

### **7. Treasurers Report**

The total cash in the bank at this moment is £14,338.96 of which:

- Less un-cleared cheques=£13,973.90
- Less ring fenced money which includes:
- Garden Project at £11,896.53
- High Street events at £544.10
- Library at £400

These figures total £12,840.63 meaning the Alliance has £1133.37 left.

### **8. South Area Council + Tidy Team Update**

Community magazine went out in June, the only costs incurred were to the Royal Mail for delivery. This seemed to be a success so the magazines will continue.

There is a cost of £4000 to re-paint the yellow lines at the cricket club, this will come out of the fines money.

The Summer Internship struggled although there seemed to be high interest in the project with Bernslai Holmes and Urban Survival with only 5 people per session.

The Private Sector housing officer position has been filled.

The fly tipping signs have been ordered with 100 in total, 40 have already been put up.

The Forge Partnership is in place until March.

The Memorial garden, litter bins, Hugh Street (before and after markets) and community gardens have all been cleared up by the Tidy Team.

St Mary's have asked to get some winter plants (i.e. Pansy's) **ACTION-** Amanda to ask Tidy Team

### **A.O.B.**

6th October there is a networking event at the Wombwell Library 4-6pm

The Alliance have decided to keep the meetings to being on a Tuesdays as that's the day that most benefits the group.

### **Next Meeting**

Tuesday 22<sup>nd</sup> November 6pm

Tuesday 24<sup>th</sup> January 6pm

Tuesday 21<sup>st</sup> March 6pm

## 2016/17 WARD FUNDING ALLOCATIONS

For 2016/17 each Ward will have an allocation of £10,000 Ward Alliance Fund.

50% of the funding requires a match-funding element of volunteer time that directly relates to the project in question, or other match funding resources (such as free room hire or donations of goods and equipment). This reflects the fact that the fund is intended to support volunteering and social action in our communities.

50% can be used for initiatives that have no volunteer element – such as the purchase and installation of benches, hanging baskets or other street furniture.

Area Councils have the option to allocate up to £20,000 from the Area Council budget to their Ward Alliance. This is discretionary to each Area Council, and Area Council's may also choose not to allocate any funding to ward level.

The carry-forward of remaining balances of the 2015/16 Ward Alliance Fund will be combined and added to the 2016/17 Allocation, to be managed as a single budget with the above conditions.

All decisions on the use of this funding need to be approved through the Ward Alliance.

## DARFIELD WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£7,260	carried forward from 2015/16
£10,000	devolved from Area Council
<b>£27,260</b>	<b>total available funding</b>

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			<b>£13,630.00</b>	<b>£27,260.00</b>
Darfield Cricket Club - School Street, Street Cleans	£2000.00		£11,630.00	£25,260.00
Houghton Main Miners Welfare	£1276.80		£10,353.20	£23,983.20

Sports & Social Club - Ground Maintenance Project				
Friends of Darfield Library = Library Children's Activity sessions	£410.00		£9,943.20	£23,573.20
Focus Group - Healthy Active Lifestyles	£420.00	£420.00	£9,943.20	£23,153.20
Billingley Village Community Association Ltd - Billingley Village Get Together	£450.00	£450.00	£9,943.20	£22,703.20
Darfield Bingo Club - Sustainability of Darfield Bingo club	£600.00	£600.00	£9,943.20	£22,103.20
Darfield Summer Gala 2016	£500.00	£500.00	£9,943.20	£21,603.20
Darfield History Society	£650.00	£650.00	£9,943.20	£20,953.20
Houghton Main FC - Maintenance of team facilities	£600.00	£600.00	£9,943.20	£20,353.20
Barnsley Leaders Junior Basketball Club - basketball opportunities	£200.00	£200.00	£9,943.20	£20,153.20
Darfield Area Amenity Society Ltd - A Christmas	£500.00	£500.00	£9,943.20	£19,653.20

tree for Darfield				
Darfield WA - Love your street Bellborrok Ave & Rose Ave	£250.00	£250.00	£9,943.20	<b>£19,403.20</b>

### HOYLAND MILTON & ROCKINGHAM WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£20,000	base allocation
£25,117	carried forward from 2015/16
£20,000	devolved from Area Council
<b>£65,117</b>	<b>total available funding</b>

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			<b>£32,558.50</b>	<b>£65,117.00</b>
Friends of Greenfields - Health Active Lifestyles	£2320.00	£2320.00	£32,558.50	£62,797.00
Friends of Elsecar Park - Spring & Summer Floral Display	£4000.00	£4000.00	£32,558.50	£58,797.00
Forge Community Partnership - Hoyland Works 4U	£5990.00	£5990.00	£32,558.50	£52,807.00
Jump PTFA - Healthy Active Lifestyles	£2500.00	£2500.00	£32,558.50	£50,307.00

Hoyland Common Action Group - Hoyland Cap	£8390.00	£8390.00	£32,558.50	£41,917.00
Dream Team - Building a Legacy	£1416.72	£1416.72	£32,558.50	£40,500.28
62nd Barnsley Brownies - Elsecar - Purchase of outdoor/indoor games equipment	£322.00	£322.00	£32,558.50	£40,178.28
Hoyland Library arts & crafts & reading groups - After School & Holiday fun	£641.19	£641.19	£32,558.50	£39,537.09
Forge Community Partnership - Blacker Hill consultation	£1800.00		£30,758.50	£37,737.09
Young Families Group - Healthy Lifestyles	£1900.00	£1,900.00	£30,758.50	£35,837.09
Birdwell Primary Parents Group - Healthy Lifestyles	£1900.00	£1500.00	£28,858.50	£33,937.09
Youth Partnership - Rockingham CIC	£7225.00		£21,633.50	£26,712.09

Hoyland Community Choir - Community Choir	£1500.00	£1500	£21,633.50	£25,212.09
Rockingham Brass Band - Music workshop & refurb of instruments	£1500.00	£1500	£21,633.50	£23,712.09
Birdwell Methodist kids club - Games & activities 5-7 year olds	£946.23	£946.23	£21,633.50	£22,765.86
Phoenix Ladies Group = Group speakers & activities	£1000.00	£1000.00	£21,633.50	£21,765.86
Birdwell Volunteers - Christmas and community gardens	£880.00	£880.00	£21,633.50	£20,885.86
Hoyland Common Action Group - Sloppy Slippers	£10000.00		£11,633.50	£10,885.86
Parks Services - Cenotaph & town centre flagpoles	£925.00		£10,708.50	£9,960.86
59th (Birdwell) Brownies - Residential Activity	£1500.00	£1500.00	£10,708.50	£8,460.86
Stars of Hoyland	£3000.00	£3000.00	<b>£10,708.50</b>	<b>£5,460.86</b>

## WOMBWELL WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£10,754	carried forward from 2015/16
To be allocated	devolved from Area Council
<b>£20,754.00</b>	<b>total available funding</b>

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £10,377.00	Allocation Remaining £20,754.00
Wombwell Neighbourhood Watch - Safe & Secure in your community	£1,168.80	£1,168.80		£19,585.20
18th Barnsley Senior Section - Equipment storage and unit identity	£412.80	£412.80		£19,172.40
Friends of Wombwell Cemetery - Wombwell Community Chapel	£1,024.74	£1,024.74		£18,147.66
Friends of Wombwell Library - Children's Crafts & Activity Sessions	£400.00	£400.00	£10,377.00	£17,747.66



Kings Oaks Parenting Group - Healthy Active Lifestyles	£1895.00	£1895.00	£10,377.00	£15,852.66
Barnsley Leaders Junior Basketball Club - Basketball Opportunities 7-13yr olds	£200.00	£200.00	£10,377.00	<b>£15,652.66</b>

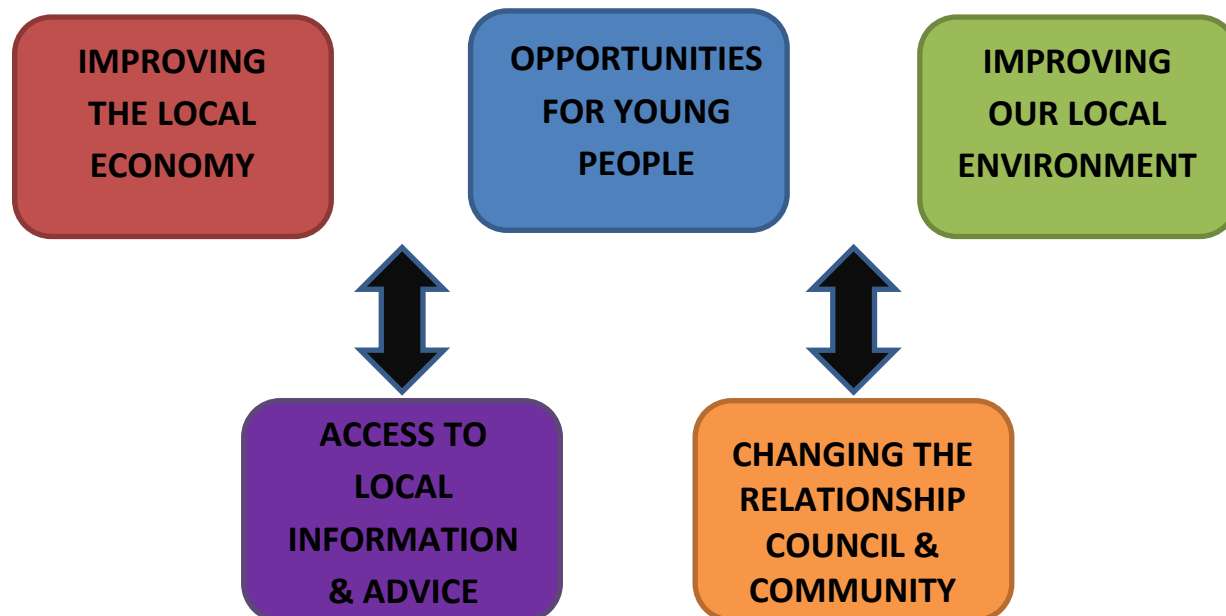
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**SOUTH AREA COUNCIL**  
**Performance Management Report**

**October 2016**

# INTRODUCTION

## South Area Council Priorities



	Service	Provider	Contract Value/length	Contract start date	Recommissioning date if applicable
<b>Improving the Local Economy</b>	Business survey & courses for local businesses	Northern College, BBIC & Emergency Response training	£4,000 for survey £20,000 max for courses	Sept 2014 for survey Summer 2015 for courses	Project not recommissioned due to poor take-up on courses
<b>Improving our Local Environment</b>	Tidy Team to work alongside community on environmental projects	Forge Community Partnership/Anvil Community Interest Company	£195,750 per annum until March 2017 with a further 1 year + 1 year if funding available	4 <sup>th</sup> August 2014 for 2 years  Contract 2 started 1 <sup>st</sup> August 2016	Tidy Team 2 contract (including Apprenticeship costs) awarded to Forge Community Partnership
<b>Improving our Local Environment</b>	Environmental enforcement for littering, dog fouling & parking enforcement	Kingdom Security	£ 132,000 1 year & further extension to 31/03/16	4 <sup>th</sup> August 2014  Contract 2 started 1 <sup>st</sup> April 2016	Contract 2 now running from April 2016 with funding agreed to run to March 2017
<b>Access to Local Information &amp; Advice</b>	Provide community based welfare rights & citizens' advice session	Barnsley Citizens' Advice Bureau & BMBC Welfare Rights Service	£145,000 2 years @ £72,500 per year	2 <sup>nd</sup> June 2014	Contract extension now in place from June 2016 to March 2017
<b>Opportunities for Young People</b>	Summer Internship Programme	C&K Careers	£45,000 20 months (includes follow up time)	9 <sup>th</sup> March 2015  Contract 2 started 1 <sup>st</sup> March 2016	Contract 2 for 2016 cohort started 1 <sup>st</sup> March 2016 Contract 1 running to November 2016

Table 2 below shows the projects currently under development.

	Service	Provider	Contract Value/length	Contract start date	Recommissioning date if applicable
<b>Improving our Local Environment</b>	Provision of signs for cleaned up sites 'Maintained by Volunteers'	Taylor made Signs	£375.00	100 Signs delivered 1 <sup>st</sup> April 2016 & will be erected by Tidy Team during April & May 2016	Currently being put up by Tidy Team across the 4 wards in a variety of settings decided by Tidy Team Steering Group
<b>Opportunities for Young People</b>	Provision of 39 week Fire Cadet course for 16 young people	South Yorkshire Fire & Rescue Service	£12,157.81	South Yorkshire Fire have advised that there is insufficient time to set up before March 2017	Not applicable – will not run South Area Council have agreed second ARC course to run October 2016 instead
<b>Opportunities for Young People</b>	Provision of 2 week Achieving Respect & Confidence (ARC) courses for 14 young people at risk of offending	South Yorkshire Fire & Rescue Service	£10,000	Course 1 delivered week of 13 <sup>th</sup> June 2016  Course 2 to be held October 2016	Not applicable – no current plans to recommission
<b>Opportunities for Young People</b>	Youth Asset Mapping project & survey	Forge Community Partnership	£5,000	Survey & events now completed – report will be presented to South Area Council in June 2016	Not applicable – one off piece of work to inform future work to support young people
<b>Opportunities for Young People</b>	Lifeskills course for young people	Berneslai Homes & BMBC Integrated Youth Support	£2,000 (there will be an underspend on this project)	Courses running summer holidays 2016	Not applicable – currently pilot scheme
<b>Cross cutting across all themes</b>	Health & Wellbeing Asset Mapping Conference	In house by South Area Team	£1,000	Held on 14 <sup>th</sup> June 2016	Not applicable – one off piece of work to inform future work with health & wellbeing in the area

## PART A - OVERVIEW OF PERFORMANCE

The information which follows is a summary of the information provided to the South Area Council Manager at quarterly contract management review meetings. This includes both quantitative figures appended in the tables below and more qualitative information which is outlined in the short narrative report included for each project. There are occasions when the quarterly review dates do not mesh with Area Council reporting dates, which means that the 'achieved to date' figures may not have changed from the previous report, as the new quarterly data is not yet due at time of writing.

### Improving our Local Environment

Outcome Indicators	Achieved to date	
Number of small environmental projects completed	752	(661)
Number of large environmental projects completed	66	(61)
Number of litter picks completed	1860	(1727)
Number of fly tipping incidents dealt with	110	(105)
Number of Xmas projects completed	13	(13)
Number of Fixed Penalty Notices issued – littering	1715	(1505)
Number of Fixed Penalty Notices issued – dog fouling	120	(101)
Number of Parking PCNs issued	462	(397)
Number of targeted dog fouling & littering operations completed	260	(231)

\*Tidy Team2 figures are not included as they will be reported on in November 16 and will form part of the December 16 report.

### Access to Local Information & Advice

Outcome Indicators	Achieved to date	Previous
Number of clients seen & in receipt of information & advice	1900	(1720)
£ of benefits gained as a result of the advice received	£1,475,704.70	(£1,315,718.40)
£ of unmanageable debt handled through financial settlements	£1,449,790.10	(£1,364,123.10)
Number of cases where homelessness was averted	39	(37)
Number of clients referred to other specialist help	694	(565)
Number referred to Credit Union or other money management help	257	(238)
Number of community groups visited to promote advice services	120	(112)

## Improving the Local Economy

Outcome Indicators	Achieved to date	Previous
Number of local businesses approached to complete survey	238 (completed)	238
Number of local businesses completing survey	88 (completed)	88
Number of quotations sourced for local business courses	56 (completed)	56
Number of business courses commissioned	16 (completed)	16
Students hours commissioned on business courses	1493 (completed)	1493
Number of students attending business courses to date	45 (completed)	38
Number of student hours completed to date	243.5 (completed)	204.3
Number of student places booked onto future courses	84 (completed)	84
Business courses are now completed, so figures will not change.		

## Changing the relationship between the Council and the community

Outcome Indicators	Achieved to date	Previous
Number of adult volunteers engaged (23 new & 177 existing)	200	(177)
Number of young people engaged in volunteering	6	(6)
Number of new community groups established	8	(7)
Number of community groups supported (including schools)	131	(118)
Number of jobs created locally	14	(14)
Number of apprenticeship opportunities created locally	16	(16)
Number of local businesses encouraged to maintain own environment	157	(153)
Number of young people referred to restorative justice provision	19	(19)
Income received from enforcement activity to Area Council in £	£74,733.75*	(£67,458.75)
% of local spend achieved by projects	90%	90%

NB: Cumulative totals – previous figures are in brackets

\*Figure from start of contract to 11<sup>th</sup> August 2016

## Opportunities for Young People

	date
Number of Summer Internship places filled 2015	41(completed)
Number of Summer Internship places filled 2016	25
Number of students completing Summer Internship 2015	37(completed)
Number of students completing Summer Internship 2016	20
Number of 5 Year Plans tailored to student needs developed 2015	33(completed)
Number of 5 Year Plans tailored to student needs developed 2016	25
% of students reporting an increase in motivation about the future 2015	80%(completed)
% of students reporting an increase in motivation about the future 2016	End Oct 2016
% of students reporting increased confidence about future plans 2015	88%(completed)
% of students reporting increased confidence about future plans 2016	End Oct 2016
% of students reporting increased knowledge about opportunities 2015	72%(completed)
% of students reporting increased knowledge about opportunities 2016	End Oct 2016
% of students reporting increased awareness of own skills 2015	72%(completed)
% of students reporting increased awareness of own skills 2016	End Oct 2016

Please note that these figures for the 2015 cohort are now completed. 2016 figures – End of Oct 16



# PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE

## One Stop Shop Advice sessions – CAB & Welfare Rights

<div style="background-color: #c00000; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Local Economy</div> <div style="background-color: #663399; color: white; padding: 5px; text-align: center; border-radius: 10px; margin-bottom: 5px;">Access to Local Advice</div> <div style="background-color: #ff9933; color: white; padding: 5px; text-align: center; border-radius: 10px;">Changing Relationship</div>		<b>RAG</b>
	Satisfactory quarterly monitoring report and contract management meeting.	
	Milestones achieved	
	Outcome indicator targets met	N/A
	Social value targets met	
	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

Comprehensive Quarter 9 (June - August 2016) monitoring reports were completed by Barnsley Citizens' Advice Bureau and BMBC Welfare Rights and a Quarter 9 contract review meeting was held on Friday 16<sup>th</sup> September 16.

The project is continuing to see a steady stream of 180 new clients this quarter. The number of repeat clients remains low at 10. The new clients figure is lower than the last quarter and the second lowest in terms of figures per quarter to date. This can be attributed partly to school holidays and annual leave from staff which reduced the total number of sessions. There was also the added challenge of the fire at the Old Chicago rock building which resulted in the closure of Bureau premises for over 3 weeks. Whilst the South Area community outreach project continued its service as usual, this was a difficult time for staff.

The teatime / twilight sessions continue to be extremely busy, reflecting the fact that the majority of those seen are in work and require help with in-work benefits or other issues.

For the CAB worker, benefits and legal advice continue to be the top two enquiry areas followed by debt advice. Again, benefit queries had an increase from last quarter but legal queries had a more significant increase: up from 16 to 26. Clients seen by the Welfare Rights Worker also show a similar profile.

Feedback forms continue to show that the word of mouth has been most successful in promoting the one stop shop advice sessions. This is a further example of how the two staff have worked really hard to gain trust and credibility locally.

This project was extended until 31<sup>st</sup> March 2017 using a waiver to standing orders previously agreed by the South Area Council; after which the South Area Council would need to consider its position regarding recommissioning a service from the 2017/18 commissioning budget. If this is the case, careful planning will be needed to align the existing project with the changes to mainstream services, which are now using a triage based system of mainly online and phone based services for all but the most vulnerable clients. The South Area Council Manager continues to have detailed and regular discussions with both services about how these new ways of working will impact on our locally based work in the longer term.

## Tidy Team – Forge Community Partnership/Anvil CIC

	RAG
<div style="background-color: #4a7ebb; color: white; border-radius: 15px; padding: 5px; text-align: center; margin-bottom: 5px;"> <b>Children &amp; Young People</b> </div>	Satisfactory quarterly monitoring report and contract management meeting. <span style="float: right; color: green;">●</span>
<div style="background-color: #709a4a; color: white; border-radius: 15px; padding: 5px; text-align: center; margin-bottom: 5px;"> <b>Improving Environment</b> </div>	Milestones achieved <span style="float: right; color: green;">●</span>
<div style="background-color: #e69a3a; color: white; border-radius: 15px; padding: 5px; text-align: center; margin-bottom: 5px;"> <b>Changing Relationship</b> </div>	Outcome indicator targets met <span style="float: right; color: orange;">●</span>
<div style="background-color: #c0392b; color: white; border-radius: 15px; padding: 5px; text-align: center; margin-bottom: 5px;"> <b>Local Economy</b> </div>	Social value targets met <span style="float: right; color: green;">●</span>
	Satisfactory spend and financial information <span style="float: right; color: green;">●</span>
	Overall satisfaction with delivery against contract <span style="float: right; color: green;">●</span>

The final end of contract/end of Year 2 meeting was due to be held on 9<sup>th</sup> August 2016, but has had to be rescheduled due to unforeseen circumstances.

Full Quarter 8 monitoring information was previously included within this report covering the final end of contract/ end of year 2 information. The project was rated at 'amber' for its achievement of outcome indicators because of a small shortfall in meeting targets around work with schools and numbers of community groups supported, although both moved in the right direction.

The Tidy Team 2 project has been recommissioned. The contract was awarded to Forge Community Partnership/Anvil CIC and started on 1<sup>st</sup> August 2016. The contract will run for 8

months to March 2017 initially, but allows for a further + 1 year + 1 year based on satisfactory performance and the continued availability of Area Council funding.

As part of the review of the previous contract and in recognition of the journey of the team towards increased 'doing with' activity supporting and working alongside volunteers, some of the targets around the previous 'doing for' activities like litter picking and clean-ups have been reduced significantly in recognition of the time needed to recruit, train and support volunteers. A minimum of 30% of litter picking and cleanup activity is now required to be undertaken jointly.







Increasing demands on the team, particularly at weekends and in the evening, has led to rethinking and organising of work for the new contract, this has included increased number of drivers from the wider Forge team to enable the Tidy Team 2 to work at more than one site at a time, which will help manage demand.

The timescale for the quarter 1 report covering the period August to October 2016 is the 7<sup>th</sup> November 2016 therefore this report has not been update to reflect any activity during that period. Quarter 1 information will be reported on at the December South Area Council meeting.

The Tidy Team Steering Group in September was cancelled due to the large number of apologies, an alternative date for the meeting will be circulated in order for the Teams' work to be joined up with other services.

Two recruitment drives have taken place for Apprentices to join the team working across South Barnsley Area, Initially the response was poor prompting a second advert resulting in ten applicants of mixed ages, seven were invited to interview with two appointments being made to long term unemployed individuals who commenced work on the 3<sup>rd</sup> October and are currently undergoing their inductions.

## Environmental Enforcement – Kingdom Security

	RAG
Improving Environment	Satisfactory quarterly monitoring report and contract management meeting. 
	Milestones achieved 
Local Economy	Outcome indicator targets met 
	Social value targets met 
Changing Relationship	Satisfactory spend and financial information 
	Overall satisfaction with delivery against contract 

Kingdom were successful in gaining a new contract management and review process started 1st April 2016

The first enforcement contract (which ran from August 2014 to 31<sup>st</sup> March 2016) is now completed and has already been fully reported into the June 2016 meeting of the Area Council.

To date 229 FPN's and (65 PCN's for parking) have been issued in the area. 210 of these have been for littering offences and 19 for dog fouling offences. Officers have concentrated their patrols around intelligence led information from the tasking process and also from complaints on the street, from the community at large. To date this quarter complaints / operations are on going and continue to be reported and attended. Prosecutions continue for Littering and Dog Fouling. To date offenders have paid prior to attending, pleaded guilty prior to court or have been found guilty at court. There has been a 100% success rate at court.

As illustrated in the table above, there is overall satisfaction that the service is performing well and is continuing to make good progress in line with the contract. There has been a large rise in the amount of good quality intelligence being received from the public, particularly around dog fouling and this is reflected in the increased number of targeted operations this quarter.

**CASE STUDY: Broomhill Flash.** Broomhill Flash part of the Nature reserve in Wombwell is frequented by all members of the community. Old Young, playing riding bikes and walking their dogs. The Flash has been the subject of a few complaints about litter but in the main dog fouling. The complaints are not only from residents but from many visitors to the site.

Kingdom have made this a HOT SPOT for more regular patrols. They have also hooked up with the 'Tidy Team' to allow the supervision by Kingdom of the Juvenile Offenders from within the South Area.

For Kingdom some of these areas have been made Hotspots in the recent past. Regular patrols in plain clothes and uniform alike have been conducted regularly.

We have had a successful day where a number of Juveniles and parents attended the day and collected a large amount of rubbish. Also a number of FPN's for Dog Fouling and Littering have been generated during the patrols and on the specific day mentioned above.

Further evidence was gathered through a letter / information drop prior to the action day.

Evidence was gathered through the welcomed interaction from the large majority of the residents and an ongoing enquiry regarding a regular Fouling offender in a vehicle continues.



5 youths attended litter pick, we worked alongside Tidy Team, 9 Bin bags of litter, 2FPN's Dog Fouling. The next action Day is Bradberry Balk Lane October.

**CASE STUDY:** Stead Lane, Hoyland Stead Lane has been subject to a lot of attention from Kingdom Officers due to complaints of residents and community who use it as access and egress to local schools and shops etc. also from the obvious mess that Officers have witnessed. Complaints about litter but in the main dog fouling.

Kingdom have made this a HOT SPOT for more regular patrols.

Regular patrols in plain clothes and uniform alike have been conducted regularly, leaflet drops and door knocking to gather specific information has been successful to date.

Evidence was gathered through the welcomed interaction from the large majority of the residents and an ongoing enquiry regarding a regular fouling offender. This offender has been issued fines 2 times already and paid both.

14 FPN's issued for dog fouling and littering. 9 for Fouling and 5 for litter to date. All tickets have been paid to date.



## Local Business Survey & courses for local businesses

	RAG	
<div style="background-color: #c00000; color: white; padding: 5px; border-radius: 10px; text-align: center;"> <b>Local Economy</b> </div>	Satisfactory quarterly monitoring report and contract management meeting.	N/A
	Milestones achieved	●
	Outcome indicator targets met	●
<div style="background-color: #f4a460; color: white; padding: 5px; border-radius: 10px; text-align: center;"> <b>Changing Relationship</b> </div>	Social value targets met	N/A
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

This contract has now been completed. As previously reported, takeup of these courses was around 17%, despite extensive survey work to identify the content and format of courses required by local businesses. For this reason, the South Area Council has decided not to fund similar provision in the future.

# Summer Internship Programme – C&K Careers



	RAG				
Satisfactory quarterly monitoring report and contract management meeting (2015 and 2016 contracts)					
Milestones achieved (2015 and 2016 contracts)					
Outcome indicator targets met	<table border="0"> <tr> <td>2015 contract</td> <td></td> </tr> <tr> <td>2016 contract</td> <td></td> </tr> </table>	2015 contract		2016 contract	
2015 contract					
2016 contract					
Social value targets met (2015 and 2016 contracts)					
Satisfactory spend and financial information (2015 and 2016 contracts)					
Overall satisfaction with delivery against contract (2015 and 2016 contracts)					

The 2015 and 2016 project continued to have an amber rating for ‘outcome indicators met’ because not all available places were filled across the two programmes. The South Area Council Manager has been satisfied that C+K Careers did all they reasonably could to get the schools to respond, and that any provider would have faced similar difficulties. As a result of the difficulties the number of places was reduced for 2016 to 45 against which 25 students were recruited for the South Area.

C+K staff have been attempting to work with school staff at Netherwood and Kirk Balk since March, to identify appropriate young people from Y10 for the 2016 course, and to give each young person signed up to the programme an in depth guidance interview to help them prepare for the programme, and help staff to source a work experience placement of interest to them.

C+K have reported that it has been much easier to gain access to the right staff at Netherwood to support the programme this year. This has been partly because school staff

have been so impressed with the difference in motivation, confidence and achievement shown by those taking part in last year's programme. However, it has still not been possible to fill all of their places but C+K are clear that this has not been down to the school, but due to a lack of interest or unwillingness to give up 2 weeks over the summer holiday.

Kirk Balk filled 12 of its 23 places, but this was done very much at the last minute. There is also a student from Holy Trinity attending the programme who lives in the South Area, which makes a total of 25 places filled.

A full outline from C+K of the summer 2016 course is provided below:

## **Employability for Under 16s Summer Holiday Internship NORTH & NORTH EAST AREAS, SOUTH AREA**

Following the delivering of a Summer Internship programme to 60 young people just leaving Year 10 during summer 2015, the South Area Council, alongside North and North East, commissioned the programme again for summer 2016. The programme used the same format as it was well rated by the young people, teachers, parents and work experience providers in 2015. Following a full tendering process, C+K Careers were successful in gaining the 2016 contract.

Two week blocks were provided during the summer holidays to Year 10 students catering for up to 135 young people who reside in the area covered by the Area Councils. The overarching purpose of the programme was 'providing knowledge and greater understanding of the work environment and allowing young people to experience a work placement and benefit from preparation workshops, thus improving their employment prospects'.

The delivery phase of the programme has been mainly over the last 3 months and has included:

- Development of an offer for young people from employers sourcing placements taking into account the needs and aspirations of each young person and preparing the employers for this programme
- Risk assessments carried out for the placements
- Work with schools to advertise the opportunity to local young people
- Work with schools to recruit young people to the programme, ensuring the targets are achieved (see table below for numbers engaged)
- Provided an induction opportunity prior to commencing the two week programme
- Produced an individual plan for young people and carried out preliminary preparation reviews whilst the young people are on placement
- Visited each young person during their placement week
- Development of a five year plan for each young person that will help them to secure employment in the future
- Planned and delivered a celebration event
- Evaluating the programme to report on its impact



## Overall Numbers

<b>South Area Council</b>	<b>South</b>
<b>Target for students</b>	<b>45</b> (100%)
<b>Total recruited</b>	<b>25</b> (55.5%)
<b>Careers Interviews and Action Plans started in school</b>	<b>25</b> (55.5%)
<b>Total in Workshops</b>	<b>21</b> (46.6%)
<b>Total in Placements</b>	<b>20</b> (44.4%)

## Workshop delivery

<b>South Area Council</b>	<b>South</b>
<b>Students who started workshops</b>	<b>21</b> (100%)
<b>CV updated</b>	<b>18</b> (85.7%)
<b>Careers interventions and 5 year plan updated</b>	<b>18</b> (85.7%)
<b>Students completed workshop</b>	<b>20</b> (95.2%)

## Work placement

<b>South Area Council</b>	<b>South</b>
<b>Students who started work placement</b>	<b>20</b> (100%)
<b>Students who completed work placement</b>	<b>19</b> (95%)

The target was to identify 45 young people from across Kirk Balk Academy and Netherwood ALC who lived in the designated postal code areas. C&K Careers staff visited each school to explain the project and engage school representatives in supporting the programme. All schools were asked to identify and recruit those students who would most benefit from the programme, for example, those needing help with confidence building or motivation; students who were under achieving, those at risk of being NEET, borderline 5 C's at GCSE, students interested in apprenticeships; those needing a work placement to test out a specific career aspiration. Differentiated marketing and information materials were provided for schools, students and parents to encourage participation in the programme.

12 students from Kirk Balk were recruited with 2 of these applications coming via Charlotte Agnew, the local Youth Worker who had knowledge of the programme from 2015.

Netherwood were quick to engage and were initially very confident about filling their allocated places (22). C&K careers attended a Year 10 assembly and 10 students quickly signed up for the programme and were interviewed by the end of May. Despite numerous and varied attempts by the link teacher and C&K careers only 2 more students were recruited.

Overall 25 students were recruited to the programme (this includes 1 student from Holy Trinity who lives in the south area).

In addition to the work in schools, to further promote the opportunity to as many students as possible the programme was promoted via an article in the Barnsley Chronicle, Social Media (via facebook and twitter) and by contacting organisations and professionals working with young people and families (following up leads provided by the Area Council Managers) to raise awareness and post adverts on websites.

All identified students were asked to fill in an application form and were then given an individual interview with a C&K Careers Adviser prior to the end of term. This consisted of checking their placement choices, completing an initial evaluation to see where they were in their career thinking, doing an evaluation using the Barnsley "I Know I Can" (IKIC) competencies and completing an individual career action plan. In some cases Careers Advisers had to go across to the school several additional times to catch students who missed their scheduled interview or joined the programme late.

Eight training workshops accommodating up to 17 students each were planned during the first fortnight of the summer holidays, with two morning groups and two afternoon groups running each week. In the final event we ran with seven groups. The sessions took place at The Core in order to give the students some real-life experience of a workplace. In an effort to ensure high attendance from those starting in Week 2, we again wrote out to all students with a very clear reminder of dates, venues and details. In total 84 students of the original 102 joining the programme attended the training

63 (75%) of students attended all 5 workshops sessions. When there were absences the majority of these absences were for one day 13 students (15.6%) students missed one session. Only 8 (9.5%) students missed more than 1 day of the workshop.

Students and parents did make a significant effort to ensure students did attend the workshop sessions, often working around pre-arranged appointments and their own commitments.

### Workshop content and approach

The Workshops were run on a flexible model that we based around the ten core competencies as set out by the Barnsley IKIC model, which aimed to prepare the young people for their one week internship.

The IKIC competencies are:

Positive Attitude

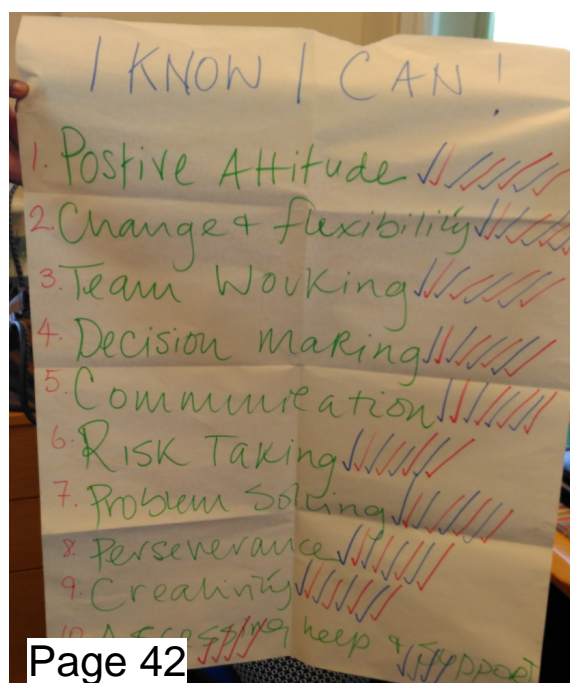
Change & Flexibility

Team Working

Decision Making

Communication

Risk Taking



Problem Solving

Perseverance

Creativity

Accessing Help &  
Support.

Each time a competency was met it was ticked to reinforce the learning.

The programme consisted of:

Day 1 – Getting to know you, Buzz personality test

Day 2 – CV production, telephone employer

Day 3 – Interview skills, Post-16 options and video conference

Day 4 – Activity Centre (full day)

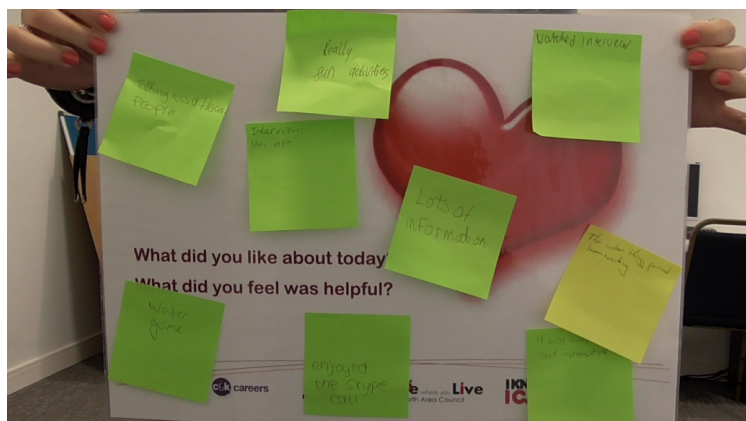
Day 5 – One to one guidance interview and five year plan.

A video conference Q&A session on Apprenticeships was added to the programme to allow students to experience a different and new approach that some employers are using for interviewing and selecting candidates.

All students attending the workshop on Day 2 took part in the CV writing activities. The majority of students used this time to write their CV, and some of the students commented that this was the most valuable part of the workshops. There were some students however, declined the chance to produce a CV during the workshops, saying that they had done one in school during PSCH EE lessons. These students did say that they would make changes to their existing CV as a result of the workshop activities and guidance received.

This year each student was given a memory stick so they could save useful documents and web pages on to them. In addition to saving their CV on the memory stick, students were encouraged to save links to Buzz personality profiles, career related information and relevant web pages. Students liked having their own memory stick and having the ability to take responsibility for their own further learning.

Each group was asked at the end of every day to complete an evaluation. Sessions were altered accordingly taking on board some of the comments, to make the programme responsive to individuals' needs.



Activities that students particularly enjoyed included:  
Buzz Personality Test  
Making a CV  
Telephoning their employer  
Blindfold/Maze Game  
Video Conference  
Learning about Apprenticeships and Higher Education  
Interview skills and practice  
The Activity Centre day  
Knot Game Icebreaker  
Lost at Sea



During the training students completed video interviews – asking them what they hoped to gain from the experience and then checking on how they felt at the end of it.

### **Risk and resilience - Outdoor Activity Centre**

For the 2016 programme we added an innovative element to our programme to enable to students to step outside their comfort zone and build resilience through risk taking (one of the IKIC competencies). This was a response to our 2015 evaluation where we found that risk taking was the one IKIC competence that was hard to deliver in a classroom environment. The students spent a full day at the Underbank Activity Centre near Stocksbridge, taking part in team building activities such as raft building, and challenge orienteering.

### **Sourcing placements from employers taking into account the needs and aspirations of each young person**

Following the week of employability training students then went on a one week 'internship' 101 work placements were sourced and 84 students attended their placement.

### **Using employers who been involved and offered summer internship placements previously.**

Employers contacted had good previous experience of the summer internships and were happy to be involved again this year. Large organisations including Barnsley MBC, Barnsley

Football Club, Morrisons and NPS were again able to offer placements throughout the summer for students

### **Engaging local business communities (Enterprising Barnsley and MYCCI).**

We recruited some excellent new organisations to the programme. Thanks to our joint approach and links with Enterprising Barnsley we managed to get in touch with HR departments and set up new placements. Companies included Ardagh Glass who took 6 students on placement across different departments (Electrical, Engineering and Admin/HR) and Cranswick Convenience Foods who took 5 students (Accounts, Human Resources and Marketing).

### **Using specialist ambassador networks to target specific placements types**

We needed to find health care related placements for the large number of students interested in this area. We worked with Skills4Care and successfully recruited several care homes for the programme, many of these providers offered multiple placements over the summer.

### **Late swaps and changes**

Some students changed their placements, their placement dates or withdrew from the programme for various reasons after they had been allocated a placement. This meant there were several changes. The employers we worked with were flexible and understanding in accommodating any changes and some were even able to take on additional students at short notice.

Work placements were sourced from a range of job areas including:

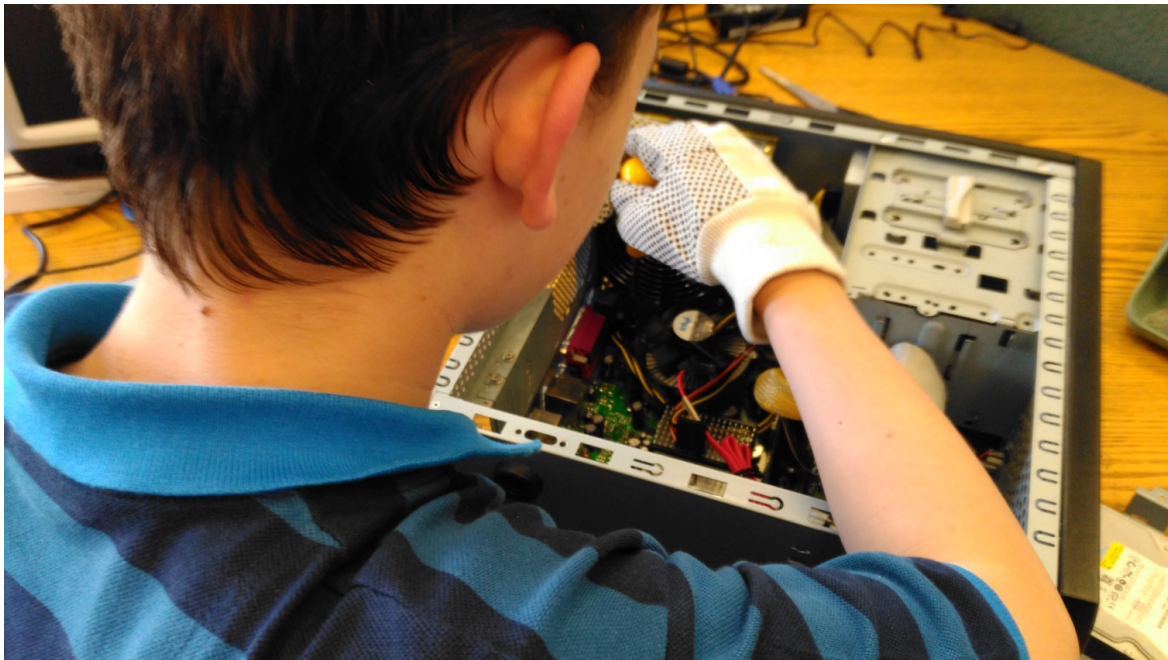
Accounts & Finance	Healthcare
Animal Care	Human Resources
Business Administration	Law
Catering	Music
Childcare	Planning
Computing	Retail
Construction	Sport
Engineering	Warehouse
Graphic Design	Web Design
Hairdressing	

All the placements were risk assessed by our NEBOSH qualified Employer Liaison Officers. Job descriptions were written and provided to the employers, students, their parents/carers and schools .

Local businesses offered over 100 placements. In the final event the following employers had students placed with them.

Ardagh Glass	Highgrove Care Home
ASDA	Howard & Co Solicitor
Barnsley Council- digital dept	Leeds Teaching Hospital (IT placement)
Barnsley Council -legal dept	Leslie Francis Hairdressing
Barnsley Disability Service	Level 2 Hair Salon
Barnsley Football Club	Lifestyle Fitness
Berneslai Homes	Morrisons
Bob's Business	NPS

C&K Careers	Peekaboo Day Nursery
Cannon Hall Farm	Playmania
Cawthorne Road Day Nursery	Riding for the Disabled
Chatterbox Nursery	Script Media
Cliff Nursery	St James' Care Home
Cranswick Convenience Foods	The Core
Electro Music	Transmit Creative
Forward Steps Nursery	Wigfield Farm
Foxholes Animal Hotel	Yorkshire Computer Services
Gawber Pre-school	Yorkshire Flooring Supply Ltd
Gem Designs	ZKA Hair (Wakefield)



### **Visit each young person during their placement week**

Visiting students whilst on placement ensured we could check what they were getting out of the placement, develop the relationship with the employer and sort out any problems if they arose. Employer feedback was collected through a written questionnaire and face to face during the placement visits.

### **Employer comments and feedback**

Almost all employer feedback received has been positive, with employers commenting on the attitude, interest, behaviour, capabilities of the students. So far, 2 students have been offered part time employment as a result of the internship, another student has significantly increased his chances of an apprenticeship with the company he was placed with, and almost all students receiving an excellent reference for their CV.

Nearly all of students completed their placements successfully and attended for the full five days. Where they did not attend we were able to follow them up and discover what the issue was and rectify it where possible.

Five students did not complete their work placement (4 from North/North East and 1 from South area).

## **Develop a Five Year Plan for each young person that will help them to secure employment in the future**

All young people had a one to one interview with a Careers Adviser during the summer term and then again during the workshop week. The Five Year Plan was completed and given to the young people. A Careers Adviser will continue to keep in touch with them throughout Year 11 so be able to update it as required

## **Provide a celebration event**

Last year we held events in September; this year the event was delayed until October and was held on Tuesday 11<sup>th</sup> October at Shaw Lane. Further information to follow.

## **Provide an evaluation of the programme and report on its impact**

The programme is being evaluated in a number of ways

### **Improved Confidence & Self Esteem**

With the permission of the young person and their parent/carer we filmed a proportion of young people at the beginning of their journey, and at the end of the Workshop week.

Their comments showed an increase in confidence, self-awareness and self-esteem.

- I've learnt more about life in the past week than in school
- I've improved my team work skills – I have always avoided it because I didn't like people, but the group has been sociable. It's been a good laugh.
- It's helped with my motivation. There were challenges in the orienteering but also in the other work.
- I was second thinking about doing it, but I have really enjoyed it. It has help build myself up.
- Some of the team building activities have helped me to be more confident and speak out.
- Now I know everybody, I can get along with everybody. I'm not scared to talk. I'm more confident. I'm talking more risks like speaking to people I've not met before.
- On the first day, getting on the bus I had palpitations I was so nervous. I am so glad I decided to come. I feel happy. I have achieved quite a lot – talking to strangers was a big thing for me and so was getting in the water on a raft!
- I now know what to do in my CV, in an interview and on the phone. My confidence has improved, my communication has improved. I'm persevering more as well. I just didn't like the water bit!

**Develop a positive relationship with work internship providers, who would be prepared to participate in a future program**

We are seeking employer feedback in a number of ways: through a questionnaire given to them when we visit during the placement week and through a telephone/email survey with employers who have provided placements, during which we will seek their commitment to further involvement. We will ask them whether they found the students to be better prepared for the placement compared to previous experiences pre the internship model and how could improve our support in future. We are filming a small number of employers to assess their experience of working with the young people. This will then be included in the evaluation of the internship and experience from the employers' perspective. All employer feedback will inform what future internships will look like. Their feedback will be analysed and included in the final report, which will form part of our evaluative presentation to the Area Councils. This report will be used for development and sustainability purposes and circulated accordingly, and will be included in the short film shown at the Celebratory Events and our evaluative presentation to the Area Councils.

**Social Value Indicators**

The social value indicators identified in the specification have thus far been addressed in the following ways:

**Recruitment and deployment of volunteers where appropriate.**

Three student ambassadors (James, April and Charlotte) were employed to work alongside Careers Advisers delivering the summer workshops, all were from the University of Huddersfield. These Ambassadors related well to the younger students and provided accessible role models for them. James, who delivered on both the previous internship programmes, is in his final year of studying Engineering & Enterprise. He told us that rather than pursue a career in engineering he has now decided to train as a Physics teacher and this is directly related to his work on the Barnsley Internship programme. April is a final year student moving on to a PhD in molecular biology – a great advert for young women interested in science.

**Establish good working relationships within the local business community**

We used the network of employers built up from the previous two years to source work placements for this year's students. All employers previously involved were sent a thank you letter and the opportunity to take another student this year. 15 businesses were able to take students again in 2016

Barnsley Football Club 2002 Ltd
Barnsley Metropolitan Borough Council
Barneslai Homes Construction Services
Bob's Business



Cannon Hall Farm
Cliff Nursery
Forward Steps Nursery
Gem Design Studio
Leslie Frances Hair Design
Morrisons
NPS Group
Peekaboo Day Nursery
Playmania
Script Media
Wigfield Farm

In addition to using our existing network of employers in the region we engaged the local business community by using a variety of marketing and promotional materials to inform local employers.

**Contributing to improved employment prospects for young people by engaging the local business community in this project**

Barnsley employers provided some really excellent opportunities for young people this summer, committing their time and energy to these students. The vast majority acquitted themselves so well that the employers were pleased to have met these young people who gave such a good account of themselves and their schools and families. These employers now know, if they did not know before, that young people are so keen to learn and do well and have a lot to offer. Hopefully they will consider taking further placements in future or even employing an apprentice.

2016 outcomes so far:

- One student has been offered a Saturday job at a Care home
- One student was very impressive at Ardagh Glass and they said they would bear him in mind for an apprenticeship in mechanical engineering
- Berneslai Homes told all their students to keep an eye out for possible apprenticeships; most students said that the placement had confirmed their choice of doing an apprenticeship in construction/ electrical.

- One student has received a really positive employer reference that she will be able to use for future job hunting
- Cannon Hall has said they would like to offer their student a part-time job

We expect to hear of other positive outcomes as the evaluations are completed with employers and students over the next few weeks.

### **Contribution to the development of strong local networks**

We had established contact with the Barnsley Apprenticeship Hub, however, their funding stopped in March 2016 so they were unable to support us this year. We subsequently built links with Enterprising Barnsley to reach their network of local employers.

Students have been placed with organisations supporting the local community, for example the Reds in the Community summer programme, which provides football coaching for children.

Another student has had the opportunity to understand the value of helping others and building community. Jack wants to go into medicine but hospital placements are no longer available; as he enjoys IT he went to Barnsley Council Device Doctor team, helping the public with IT problems

*“I have learnt that people are appreciative of any help and if you can help them you should. My parents are really pleased about it. I am volunteering in a day care centre” Jack*

*“Just a note to say Jack has just left following his week with us, what a pleasant and polite young man. I can honestly say we have learnt as much from him as he has from us.*

*He has been brilliant to work with, his attitude to the whole process has been I am here to get the best out of the week. Working with the public he had so much patience as I am sure you appreciate they can throw anything at you and you cannot plan for what problems they turn up with - ask him about the electric typewriter.*

*I am sure he is going to have an amazing career ahead of him no matter what he does.*

*Thank you for the opportunity of working with him this week”*

*Elizabeth Taylor – Digital Development Manager*

### **The promotion of community and individual self-help and the growth of resilience**

By basing our programme around the Barnsley IKIC competencies we aimed to give our students the tools, skills and confidence to grow in self-belief and self-reliance. Students realised that they can achieve if they trust themselves to try new things, which then brings resilience. They stepped outside their comfort zones this summer and know that they benefitted from it, so they will do so again.

Communication, team work, problem solving, risk taking and finding information were developed during the workshop week – all skills which enable self-help and build resilience in individuals and communities.

The additional day at the Underbank Activity Centre was included in the programme this year to challenge the students even further and give them an opportunity to put into practice all they had been learning about communication and team work. Quite a few of the students on the programme had real confidence issues, others were confident in a classroom situation but extremely nervous at the prospect of the raft building activity. However all of them were supported by their team mates to complete the activities. The pride they felt in themselves at facing their fears and achieving with their team was actually quite moving to witness and will have a genuine impact on their self-belief and trust in others in the future.

Most students were excited but also very nervous before their placement. Even making a phone call to the employer to finalise arrangements was a daunting prospect for many, with students commenting that they would never have made a phone call like that without the coaching and support of our team. In future they will know that they have done it, it is not so bad, and they will do it again.

Students were surprised at how quickly they adjusted to the working environment. Some commented that they would be less scared in new situation in the future because they had had positive experience of trying something unknown through the internship.

Students found the world of work interesting, challenging and also very tiring.

When visited on placement one girl said, *'It's exhausting! I'll never moan at my Mam again when she says she's tired after work. I used to think, well you've just been sitting at a desk all day – I've been busy in school. Now I know what it's like. I'll make her a cup of tea!'*

*Extract from a blog written by Jack - placed at Bob's Business*

*'Prior to starting at Bob's Business I pictured working in an office to be busy and stressful. Some of the challenges I have had thrown at me have been extremely challenging, but because everyone pulls together to work as a team there isn't the pressure on your shoulders.*

*It will be a bit upsetting to leave Bob's Business as I have enjoyed working here, but when I leave I will be leaving with the skills that I have gained from the office. For instance, **resilience and focus** when working, which these were areas I struggled with the most before starting here. Working in an office would not be my first choice, but is definitely a second option'.*

<https://bobsbusiness.co.uk/blog/> all four students placed at Bob's Business have written interesting blogs about their experience.

Student comments:

- *When I put my mind to something, I can do it'*
- *I am willing to work more now and get up earlier!*
- *I will be more positive and keep going and keep trying and not give up so easily*
- *I've learnt how to adapt to different situations and environments*

### **Enable young people to take personal responsibility for their own career development and future employability**

The entire focus of this programme has been on enabling the students to develop the skills and confidence to take responsibility for their futures. The informal feedback, together with reported moves towards further work/training collected during the programme indicates that this is happening.

- *I know how to be a good worker*
- *It has really helped doing CVs and interviews, and getting to know new people*
- *It has made me look forward to going to work. I would like a good job in the future*
- *It has widened my horizons*
- *I will probably work harder at school to get where I want to be*
- *Now I have this knowledge and experience I feel I can draw upon it and use it in the future. I am motivated to follow a career path in graphic design*
- *Before the internship I was undecided between social work and office work. Now I am focussed on getting a business admin apprenticeship after Year 11*
- *I have realised how important education is. It was an eye opener to see what factory work is like.*
- *I have learned what I am capable of; realised the type of route I want to follow; learned I can get up and get to places; I have been tired but I have persevered*
- *I feel that I will keep on track so that I can achieve my goals – keep out of trouble and keep my head down*

C&K Careers will continue to support these students through the Barnsley Summer Internship programme until October 2017.

### **Local spend**

The Core, in central Barnsley, was used for all workshops sessions for 2 weeks in the summer holidays. We hired IT equipment from them. Refreshments were sourced locally.

A joint Celebration event has been at a local venue (Shaw Lane ), local caterers, party suppliers and minibuses will be used. All students received £7 a week to cover expenses .

We used the nearest available activity centre - Underbank Activity Centre in Stocksbridge, Sheffield and contracted with a local coach company to transport the students.

**The provider will ensure that all persons employed to deliver the contract are paid a 'living wage'.**

All staff working on the contract, both from C&K Careers and the Student Ambassadors, are paid at rates above the Living Wage

## **Part C – Case study**

### **Mollie**

Mollie was very scared about signing up for the internship, and had submitted her application form late after some cajoling from her friend Alysha (who had also signed up) and encouragement from a teacher. When interviewed in school, Mollie was quite negative about her skills and potential, and had low expectations about the future ('..just end up with any old job').

Unknown to us, Mollie was placed in a group with Alysha. This helped her to make the decision to attend on the first day. During the first session, Mollie and her friend were reluctant to join in with others in the group, mostly isolating themselves by only talking to each other, and when split up withdrawing from the group. Mollie and Alysha 'What could be improved' evaluation comments for the first 2 days were 'not being split up' and 'staying in our original groups'.

As the sessions began staff continued to support and encourage this integration, but the other students in the group also became aware of the divide and made the effort to include them in activities and make conversation with them. This combined staff and peer support facilitated their full integration in to the group and by the end of the week both became popular and important members of the group.

Following a successful week on the workshop and brimming with a newly found confidence, Mollie's work placement was an hour's bus ride each way to Electro Music in Doncaster, where she successfully completed all full 5 days. Her employer's feedback rated her as excellent and commented:

*'Mollie is a cheerful person, very capable and willing. She communicates well and has a confident manner. It has been a pleasure to have her with us'*

Molly also received a glowing reference sent by the employer.

During the workshops Mollie had said before she came she *'didn't know if the internship was going to be for her'* and that *'there won't be people there like me on it'*.

Comments on Mollie's Placement visit report include:

*Really enjoyed first (workshop) week – fun as well as helpful. In Joel's group. Enjoyed Activity day, CV's and interviews – really encouraged throughout it. Group got on so well'*

What have you learned about yourself?

*'I can actually speak to people, quite an outgoing person really. Mum has noticed I've been a bit more talkative and happier'.*

Mollie's mum told C&K Careers how pleased she was that Mollie had had this opportunity and couldn't be happier with the reference she had been given. She said she would be making sure she told the other parents about C&K Careers and the project and how positive the whole experience had been!



Joel Robinson

Project Co-ordinator

C&K Careers

Katren North

Head of Business Development

C&K Careers

September 2016

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**South Area Council Meeting:**

**28<sup>th</sup> October 2016**

**Report of South Area Council  
Manager.**

**South Area Council update on future commissions for 2016/17**

**1. Purpose of Report**

- 1.1 To present an update on the development of a range of South Area Council projects originally agreed in principle on 23<sup>rd</sup> October 2015.
- 1.2 To outline the current financial position for 2016/ 2017 and 2017/2018.
- 1.3 For Members to consider the future of welfare rights and advice across the South Area Council from April 2017 and consider options provided at 5.7 of this report.

**2. Recommendations**

- 2.1 **That members note the progress of projects under development as outlined in Section 3 of this report**
- 2.2 **That members note the current financial position of the South Area Council Commissioning Budget for 2016/17 and 2017/2018**
- 2.3 **That Members consider the options outlined at 5.7 for the future of welfare rights and advice across the South Area Council and provide a steer to the South Area Council Manager based on these options**

**3. Background & progress to date**

- 3.1 At its meeting on 23<sup>rd</sup> October 2015, the South Area Council agreed to fund the development of a number of small projects. Subsequent to this, at its meeting on 22<sup>nd</sup> April 2016, the South Area Council approved the funding of a Private Sector Housing Management project and also agreed amendments to the projects under development by South Yorkshire Fire & Rescue. The progress of each project is outlined in the table below:

<b>Project</b>	<b>Confirmed costs and progress to date</b>
Provision of 100 x A3 signs 'This area is maintained by volunteers' for clean-up sites	£375 from Taylor Made signs. 45 signs now erected at agreed hotspots & impact being assessed by Tidy Team staff & Steering Group

<p>Youth Asset Mapping Events to be delivered by the Forge Community Partnership's existing Youth Partnership &amp; Digital Media Club</p>	<p>£5,000 to provide an Asset Mapping event &amp; online survey to be led by local young people supported by Forge workers. Event now completed and report presented to South Area Council in June</p>
<p>Delivery of Health Asset Mapping Conference to be organised by South Area Team in conjunction with Be Well Barnsley Team from Public Health</p>	<p>£1,000 to include full buffet lunch &amp; venue costs. Event held at Rockingham Centre on 16<sup>th</sup> June – over 50 residents, partners &amp; members attended 3 working groups set up to work on ideas identified at Conference will meet in August &amp; September:</p> <ul style="list-style-type: none"> <li>• Love Your Block events - Darfield Ward Allinace have agreed to adopt this project and provided Ward Alliance Funding. The event will take place on 29 October 2016 in Bellbrooke Avenue and Rose Avenue followed by a Halloween themed event.</li> <li>- Building Future Networks</li> <li>- Making Advice work in our area – postponed</li> </ul>
<p>Provision of Fire Cadet scheme for young people by South Yorkshire Fire &amp; Rescue Service</p> <p>Provision of 2 x one week Achieving Respect &amp; Confidence (ARC) courses for 14 x young people at risk of offending delivered by South Yorkshire Fire &amp; Rescue Service</p>	<p>£12,157.81 per year for 16 Cadets meeting 39 times per year. Advice from SYFR and Integrated Youth Support Service staff is that there is insufficient time to set up a Cadet Scheme before the funding finishes. <b>This will not run</b> and South Area Council agreed to fund an additional ARC course as below as an alternative.</p> <p>£5,000 per 1 week course – total of £10,000  Course 1 ran week of 13<sup>th</sup> June at Central Fire Station – 14 young people completed  The second course will run the w/c 7<sup>th</sup> November at Barnsley Fire Station and will follow the same format as the first course.</p>
<p>Social Return On Investment Analysis for remaining South Area Council projects &amp; delivery of SROI analysis training for members of South Area Council &amp; South Area Team</p>	<p>Cost of full training + analyses of other South Area Council Projects by Rocket Science = £2,975. The training for members of South Area Council &amp; South Area Team ran in September after the Area Council meeting.</p> <p>Interviews with project partners to pull together a full SROI analysis for the Tidy Team &amp; the Environmental Enforcement contract took place on 2<sup>nd</sup> September.</p>
<p>Private Sector Housing Management Post – full time post to tackle issues within private sector housing sector, working with landlords &amp; tenants using both supportive &amp; enforcement approaches</p>	<p>£32,000 for one year FTE including all on costs. The post was originally offered to the preferred applicant in August 16 however the applicant subsequently gave backward at the end of September. The post has been offered to the second applicant and as she is a BMBC officer a secondment has been agreed with a start date of Monday 31<sup>st</sup> October 16.</p>
<p><b>Lifskills Programme for Young People</b>  The short programme took place during the summer holidays in 2016. Charlotte Agnew of the Integrated Youth Support Service (IYSS) &amp; Jola Walker of Berneslai Homes reported that</p>	<p>The South Area Council agreed to fund this programme to the tune of <b>£2,000</b> to match the amount already committed by Berneslai Homes. An underspend on this project will allow young people, who have expressed an interest since the</p>



<p>although attendance was low all that participated felt it was useful.</p> <p>The proposal will run 'twilight' sessions to combat times of highest anti social behaviour &amp; will offer workshop on a range of skills requested by young people, including basic DIY, paying bills &amp; managing money etc.</p>	<p>programme ran, to attend some of the projects during the club sessions e.g., food hygiene, first aid so there is more scope to the project with some further work needed.</p> <p>The Urban Survival programme is now running at Wombwell and Hoyland – take up has not been large (an average of 5 per session) but it is hoped that the model can be adapted for use on other occasions</p>
<b>Total costs</b>	<b>£53,350.00</b>

#### 4. Finance Update

##### 4.1 Current financial position:

	2014/15 £400,000	2015/16 £400,000	2016/17 £400,000	2017/2018 TBC	Total £1,200,000
Summer Internship		£27,000	£18,000		£45,000
Summer Internship 1		£1800	£29,750		£31,550
Environmental enforcement (14/15) Kingdom	£71,395	£35,697			£107,093
Environmental Enforcement BMBC costs 14/15	£19,752	£8,248			£28,000
Environmental Enforcement Aug 2015 - March 2016 Kingdom Security Services		£81,844			£81,844
Income from Environmental Enforcement Contract	-£ 15,188		-£8,405		-£23,593
Environmental Enforcement BMBC costs Aug 2015 - March 2016 BMBC Community Safety		£13,674			£13,674
Environmental Enforcement 16-17 1 yr + 1 yr			£120,000	£120,000	£240,000
Environmental Enforcement BMBC costs 16-17 BMBC Community Safety 1 year + 1 yr if funding available			£13,000	£15,000	£28,000
CAB & Welfare Rights One Stop Shop	£ 60,416	£ 72,500	£ 12,354		£145,270
CAB & Welfare Rights One Stop Shop Waiver - 10 month extension Waiver June 16 - Mar 17			£61,625	£75,000	£136, 625
Tidy Team	£100,000	£150,000	£50,000		£300,000
Tidy Team 2			£114,000	£195,720	£309,720
Tidy Team Apprentices		£20,000	£8,000		£28,000
Tidy Team Apprentices 2			£16,480		£16,480
Business survey	£3,500				£3,500
Courses for Local Businesses		£20,000			£20,000
Community Magazine Distribution Costs 15/16		£2,500			£2500
Community Magazine Distribution Costs 16/17			£3,000		£3,000
Funding devolved to Ward Alliance (2016/17)			£40,000		£40,000
Provision of 'Maintained by volunteers' signs			£375		£375
Health & Wellbeing Asset Mapping costs			£1000		£1,000
Youth Asset Mapping Survey			£5,000		£5,000
Provision of 1 week ARC course & 39 week Fire Cadet course			£10,000		£10,000
Private Sector Housing Management & Enforcement Officer role			£24,435	£8,145	£32,580
Lifestyle Course			£2,000		£2,000
Social Return on Investment Training			£2,975		£2,975
<b>Total spend</b>	<b>£239,875</b>	<b>£433,263</b>	<b>£523,589</b>	<b>£413,865</b>	<b>£1,610,592</b>
<b>Remaining allocation</b>	<b>£160,125</b>	<b>-£33,263</b>	<b>£-123,589</b>	Budget TBC	

4.2 The current financial position illustrated in the table above shows that the South Area Council has allocated £1,196,727 of its total budget of £1,200,000, taking into account income, over three financial years. The 2017/2018 budget column indicates 2017/ 2018 budget commitments subject to funding, further income and satisfactory performance.

## 5. **Background and update on ‘One stop shop’ and future consideration of future commissioning**

5.1 Following the approval of four priorities in September 2013, the South Area Council commissioned a ‘One stop shop’ service based in community venues across the areas 4 wards, to offer the full range of welfare rights services to its local residents. In order to offer a full range of support services both a qualified Welfare Rights Advisor and a Citizens’ Advice Bureau Generalist Adviser were appointed to work alongside each other.

5.2 This service was commissioned to run for a period of two years. The original contract finish date was June 2016. At the South Area Council meetings in October and December 2015 a decision was taken to continue the contract based on the performance monitoring to date of the contract and the continued need for this service.

5.3 At the time Area Council funding was only in place until 31<sup>st</sup> March 2017 with no confirmation of the following financial year’s budget in place. As the contract finished in June 2016, this meant that any new commissioning would only run for ten months (including setting up and evaluation of a new service) and the advice had been that this was not considered good commissioning practice.

5.4 Given that it wasn’t advised or possible to go out to tender for such a short delivery period of time a waiver to standing orders was produced and signed off by the Executive Director (Communities) which enabled the existing contract with Barnsley Citizen’s Advice Bureau and BMBC Welfare Rights Service to continue in its current format until March 2017.

5.5 At the time it was felt this allowed for the future funding of Area Councils to be clarified, whilst still leaving enough time for future commissioning of this work.

5.6 The ‘one stop shop’ contract terminates at the end of March 2017. If the South Area Council agree that the provision of locally based information and advice remains a priority then this would need to go out to tender for a new contract.

5.7 This report seeks to gain a view from Members on the future of welfare rights and advice across the South Area Council from April 2017 and to consider the suggested options below:

Option 1: **Do nothing** – The existing contract would terminate at the end of March 2017. Provision of advice and guidance through a local commission at community venues would not run from 1<sup>st</sup> April 2017. £75,000 from 2017/2018 provisionally earmarked for funding a new service would be available for other priorities

Option 2: **Draft specification, timescales and costings to be developed by Area Council Manager** – for consideration at the South Area Council meeting in December 2016

Option 3: **Look at future tendering of service once the outcome of the Housing Options and Welfare review is known and fully understood**– given the timescales in terms of going out to the market for commissioning a service this would result in a gap in provision from the 1<sup>st</sup> April 2017.

5.8 If Members agreed to option 2 the South Area Council Manager would present a specification and associated timescales and costings to the South Area Council meeting in December 16 for a decision to procure.

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**Area Council Manager**

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**Date: 14<sup>th</sup> October 2016**

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