

Public Document Pack



MEETING:	Penistone Area Council
DATE:	Thursday, 8 December 2016
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

Minutes and notes

- 2 Minutes of the Penistone Area Council meeting held on 6th October, 2016 (PAC.08.12.2016/2) (*Pages 3 - 8*)
- 3 Minutes from the Penistone East and West Ward Alliance 6th October, 2016 (PAC.08.12.2016/3) (*Pages 9 - 10*)

Performance

- 4 Performance Report (PAC.08.12.2016/4) (*Pages 11 - 20*)
- 5 Report on the Use of Ward Alliance Fund (PAC.08.12.2016/5) (*Pages 21 - 24*)

Items for decision

- 6 Area Council Priorities 2017/18 (PAC.08.12.2016/6) (*Pages 25 - 30*)
- 7 Procurement and financial update (PAC.08.12.2016/7) (*Pages 31 - 36*)

To: Chair and Members of Penistone Area Council:-

Councillors Barnard (Chair), David Griffin, Hand-Davis, Millner, Unsworth and Wilson

Area Council Support Officers:

David Shepherd, Penistone Area Council Senior Management Link Officer
Lisa Lyon, Area Council Manager
Phil Hollingsworth, Head of Stronger Communities
Peter Mirfin, Council Governance Officer

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

Wednesday, 30 November 2016

This page is intentionally left blank

MEETING:	Penistone Area Council
DATE:	Thursday, 6 October 2016
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

Present Councillors Barnard (Chair), David Griffin, Hand-Davis, Millner and Wilson.

20 Declarations of pecuniary and non-pecuniary interests

No Members declared an interest in any item on the agenda.

21 Minutes of the Penistone Area Council meeting held on 21st July, 2016 (PAC.06.10.2016/2)

The Area Council received the minutes of the previous meeting held on 21st July, 2016.

The Chair provided an update on the provision of Wifi within the Market Barn. A quote had been sourced in order to provide an insight into the work required and associated cost. It was suggested that the work would be in the region of £3,600, with the system have the capability to be extended to the High Street. The benefits of cashless transactions, and click and collect possibilities for traders, were noted.

Members were supportive of the project and it was agreed to progress this with officers from the Markets Department, to explore the possibility of securing external funds.

RESOLVED:-

- (i) that the minutes of the Penistone Area Council meeting held on 21st July, 2016 be approved as a true and correct record; and
- (ii) that the provision of Wifi in Penistone Market Barn be progressed with officers from the Markets Department.

22 Notes from the Penistone East and West Ward Alliance 14th July, and 25th August, 2016 (PAC.06.10.2016/3)

The meeting received the notes from the Penistone East and West Ward Alliance held on 14th July, and 25th August, 2016.

With regards to the recently installed defibrillators, it was noted that training was being organised as part of a wider health event.

The meeting discussed the recent Penistone Literary Festival, which was held on 10th and 11th September, 2016 at Penistone Grammar School and Springvale Primary School. It was hoped that the festival could be built upon in future years to become a positive addition to the visitor economy.

RESOLVED that the notes from the Penistone East and West Ward Alliance held on 14th July, and 25th August, 2016 be received.

23 Report on the use of Ward Alliance Funds (PAC.06.10.2016/4)

The Area Council Manager introduced the item, and Members were made aware that of the £51,000 total available in 2016/17 £20,225.06 had been allocated.

In addition to this it was noted that applications of around £2,000 were being processed. It was suggested that a future meeting of the Area Council may wish to consider devolving further funding to the Ward Alliance.

The meeting discussed whether the public were aware of Area Council's financial support of the projects, and if this was included in publicity and promoted through social media. It was noted that this was a condition for successful applicants. It was also suggested that successful applicants ought to provide a case study or similar, for the Area Team to include on their Facebook page or use in the community magazine.

RESOLVED that the report be noted.

24 Performance Report (PAC.06.10.2016/5)

The Area Council Manager introduced the item, reminding Members that Part A provided an overview of the impact of all commissions against the Council's Corporate Priorities, and those of the Area Council.

Members noted that 3.5 full-time equivalent jobs had been created, 14 young people had been engaged in volunteering, 37 community groups had been supported, and 88 residents had received advice and support, 7 of which had been referred to receive health advice.

Part B of the project provided feedback on each of the commissions funded by the Area Council.

A contract meeting had been held to discuss the performance Clean and Tidy commission on the 22nd September, 2016, and it was noted that the team now had an apprentice in place. The apprentice had started their training, which was hoped could be cascaded to community groups.

With regards to the targets set, a number had been exceeded including for proactive and reactive clean and tidy activities. It was thought that this could be attributable to an increase in awareness of the service. However there were a number of areas where targets had not been met, though progress had been made. This had contributed in an 'amber' rating being given for performance overall.

Members heard how the service was working alongside the Area Team on 'love your street' schemes, which would deliver against a number of areas within the contract.

Members remarked how they were asked to be kept informed when activities with groups would be taking place, but this information had not been forthcoming. It was agreed that the Area Council Manager would remind the Clean and Tidy team of the request.

The meeting went on to consider the performance of the DIAL outreach project, which continued to perform well. Between 3 and 5 people were attending each session, and to date £41,318 in previously unclaimed benefit had now been claimed, £38 for each £1 invested in the project. Members heard how the sessions were busy, but all clients had been seen.

Members noted that the drop in session had questioned clients about their access to the internet and their confidence in using it to manage their affairs. The outcome of which suggested that there was a barrier with accessing services using the internet.

Members noted that DIAL sessions were due to come to an end on 31st December, 2016. It was agreed that the Area Council Manager considers how this may be extended, at first until 31st March, 2017 to allow Members to discuss the provision of advice in the area in the interim.

The meeting heard how the project with Penistone FM had commenced on 1st September, 2016 and a part-time training coordinator, and a part time training support and admin officer had been appointed. Members heard how the project was working with the Youth Service to recruit young people and that Penistone FM was now an accredited NCFE centre.

RESOLVED:-

- (i) that the progress of the Penistone Area Council commissions, service and projects; and
- (ii) that the Area Council Manager considers how best to extend advice provision in the area.

25 Procurement and financial update (PAC.06.10.2016/6)

The item was introduced by the Area Council Manager. Members were provided an update in relation to the service for Isolated and Vulnerable Older People. It was noted that the commission was now on YorTender with returns due by the 17th October, 2016. It was hoped that the contract would start 1st January, 2017.

Members discussed the Working Together Fund, acknowledging that this had started slowly but interest in the fund had grown as it has been promoted. A budget of £78,033 remained, however a number of applications were currently in development.

The report provided details on the Clean and Tidy Team Service, and the meeting noted that an annual review would be completed at the end of November, 2016.

The meeting considered the financial profile of the Area Council, with £33,719 remaining for allocation in 2016/17. Members considered a number of ideas being put forward, including the commissioning of an Environmental Enforcement Service, further devolving finance to the Ward Alliance Fund, and recommissioning the Community Magazine for a further year.

It was suggested that Members may wish to review data and local intelligence for the area, the performance of currently funded projects, and discuss whether the existing priorities remained valid. It was agreed that a workshop be organised for this to be undertaken.

RESOLVED:-

- (i) that the update on commissioned projects be noted;
- (ii) that the proposed way forward to organise a workshop for Members to reconsider the needs of the area, and potential future commissions be approved; and
- (iii) the current financial position of the Area Council commissioning budget be noted

26 Community Magazines (PAC.06.10.2016/7)

The Area Council discussed the Community Magazine, Penistone Matters, which had been produced as a pilot for two editions.

Members discussed the positives of producing a magazine, but noted its reach could not easily be measured, and it was felt that the cover photo could be more representative of the content within. A suggestion was made to include a competition in order to help measure the readership of the publication.

It was noted that four other Area Councils produced a community magazine, and therefore discussion was taking place with the Communications to stagger production in order to reduce lead in times for production. This would help to ensure articles were more timely.

The proposal to produce two further issues was supported, and Members requested final draft copies to be circulated prior to publication.

RESOLVED:-

- (i) that approval be given for the production of two further editions of a community magazine for the Penistone area, with £3,362.44 approved for distribution costs; and
- (ii) that the human resource requirements for the production of the magazine, and the process for signing off future productions be noted.

27 Volunteer Car Scheme (PAC.06.10.2016/8)

The meeting welcomed Steve Cresswell from South Yorkshire Passenger Transport Executive (SYPTe) to the meeting. Members were provided with feedback from recent discussions on a volunteer car scheme for the area. Such a scheme was seen to be a useful resource in addition to the bus network, and would help to bridge any gaps following any withdrawal of services in rural areas.

Discussions had taken place with Sheffield Community Transport, Barnsley Dial A Ride, and Yorkshire Ambulance Service to create a pool of multi-skilled drivers who could volunteer for any driving service. However, it was suggested that there wasn't sufficient appetite to progress this currently.

The meeting noted proposals to work with Sheffield Community Transport to utilise their current resources to book journeys, but an appropriate pool of volunteer drivers was required in the area.

The proposal suggested applying for grant finance to al campaign in order to recruit volunteer drivers and promote the service. It was stress that local intelligence was important for any campaign to be successful.

A number of potential external funding sources were suggested including the Working Together Fund, and enquiries would be made as to whether there would be funds available through SYPTE.

Links to the commission to reduce isolation and loneliness in older people were noted, and it was suggested that the organisation with the successful tender had a key role in promoting the scheme.

RESOLVED that discussions continue between the Area Team, Elected Members, SYPTE, and Sheffield Community Transport to progress the development of a Community Car Scheme.

Chair

This page is intentionally left blank

NOTES OF PENISTONE EAST AND WEST WARD ALLIANCE MEETING
Held on Thursday on the 6th October 2016 at Penistone Town Hall

Present: Cllr R Barnard (Chair), Cllr J Wilson, Cllr P Hand-Davis, Cllr D Griffin, Cllr A Millner, R Green, A Rusby, A Walker, A Pestell, J Cutts, R Blyth, G Saunders, R Leech, D Edmondson, and K Battye.

In Attendance: J Openshaw, Community Development Officer.

1. Apologies, Cllr J Unsworth, A James, B Meek, and P Reckless.

2. Declarations of Pecuniary and Non-pecuniary Interest

Cllr J Wilson and K Battye both declared a non-pecuniary interest in agenda item number 7 as members of the Penistone Rail Partnership.

3. Correspondence

None received

4. Notes of the Meeting Held on 25th August 2016

The notes were accepted as a true record of the meeting.

5. Matters Arising

Market Barn, members were updated on proposals for the installation of Wi Fi in the market barn which would allow traders to accept card payments.

Langsett Air Quality Issues, no update available.

Silkstone Landslip, members were updated on proposals for the reinstatement of the road.

Silkstone Parish Council, A628 Crossing, members were thanked for their support of the funding application at the previous meeting.

6. To review current Ward Alliance Priorities

Members were updated on the current Ward Alliance priorities and at the process undertaken to arrive at them. Members discussed the current Local Development Plan developments being undertaken by Penistone Town Council, and already undertaken by Oxspring Parish Council and plans being considered by other parish councils. Many parish councils have local plans some being formulated some years ago. Members agreed to utilise both the Penistone and Oxspring plans to consult with other parishes on future Ward Alliance Priorities, with the process supported by the Ward Alliance.

7. To consider Applications for Financial Assistance

The Community Development Officer updated the meeting on funds available, following the last meeting the Ward Alliance budget stood at £88.12. The Penistone Area Council has agreed to allocate a further £10,000.00 per ward to the Ward Alliance. At today's meeting the balance of funds available are £20,088.12.

The following applications for financial assistance were considered:-

a. Oxspring Friends, Indoor Bowling Club. Members recommended an allocation of £870.00.

- b. **Tankersley Parish Council, Road Markings to ensure Child Safety**, Members recommended an allocation of £1,250.00.
- c. **Thurgoland Village Welfare Association, First Aid Training**, Members recommended an allocation of £200.00.
- d. **Penistone Line Partnership, “Smile you’re in Penistone”**, Members recommended an allocation of £1,175.00.

8. Clean and Tidy Service

The Community Development Officer gave an update on the project, and the teams work throughout September. The officer also updated the meeting on a project proposed by a resident to clean up an alley serving both Bosville Street and Castle Street. The project was delivered under the banner of “Love Your Street” and attracted 6 local residents with the hope of many more becoming involved over the weekend. The residents were supported by the Penistone Clean & Tidy team and it is hoped that the “Love your Street” initiative can be rolled out to other areas across Penistone.

9. Highways Updates.

Issues covered earlier.

10. Any Other Business

Community Resilience Plans, the community development officer updated the meeting on the proposals for the development of Ward Alliance Community Resilience Plans and a presentation given at the Ward Alliance Meeting on the 24th September 2015. At that meeting it was agreed that a questionnaire would be sent to all parish councils. Members noted the update.

National Citizen Service, the community development officer gave an overview of the project and the local delivery organisation ‘Barnsley FC’. The project is seeking the support of local groups and organisation with proposals for projects which could be delivered by the young people. A project request form was distributed for groups to complete and return to Jo Thornton at Barnsley FC.

Armed Forces Day 2017, members were updated on proposals to hold an Armed Forces Day event on the Penistone Show Ground on the 24th June 2017.

11. Date and time of next meeting –

Members agreed that the next meeting would be held on the 17th November 2016, 7pm at Penistone Town Hall.

The meeting closed at 8:15pm

PENISTONE AREA COUNCIL

Performance Report

October – December 2016



INTRODUCTION

Penistone Area Council Priorities



Table 1 below shows the providers that have been appointed to deliver services that address the priorities and deliver the outcomes and social value objectives for the Penistone Area Council.

	Service	Provider	Contract Value	Contract start date
The Local Economy including tourism	Countryside Skills & Training	Growforest	£100,00 + £54,600	October 2014 + Sept 2015 Contract now ended
Environment	Clean and Tidy Team	Environmental Services, BMBC	£160,000 18months	1 st November 2015
Health and Well Being	DIAL Drop in Service	DIAL	£5570	2015/16
Activities for Young People	Working Together Fund	Penistone Scouts	£8050	TBC
Health and Well Being		Penistone Round Table	£11,660	
Environment		TPT Volunteers	£6630	
		Penistone FM	£15,627	

PART A - OVERVIEW OF PERFORMANCE

The Penistone Area Council commissions and funds contribute to the Councils overall priorities of thriving vibrant economy, stronger resilient communities and citizens achieving their potential. The achievement of the combined outcomes are listed in table's below:

Thriving and Vibrant Economy

Outcome Indicators / target	Achieved to date
No. of FTE jobs created and recruited to	3.5
No. of apprentice and placement created and recruited to	1
No of clean & tidy activities which involve businesses	7 (+2)
Local spend (average across all contracts)	80%

Strong & resilient communities







Outcome Indicators Target	Achieved to date
No. of adult volunteers engaged	63
No. of young people engaged in volunteering	14 (+3)
No. of activities which involve young people under the age of 18	30 (+1)
No. of new volunteers	22
No. of community groups supported	37
No. of new community groups supported	3
Volunteer hours contributed (£ value)	£14,058
No. of volunteer opportunities created	36 (+2)

Citizens achieving their potential

No. people achieving a qualification	31 (+2)
No. of residents receiving advice and support	915 (+28)
No. of residents referred to health advice	
No. of young people making a positive contribution to the design/ maintenance of their local environment	20
No of people who feel they have the opportunity to influence the design and maintenance of their local environment	-
	39
	-

PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE/ PROJECT

Countryside Skills and training

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

This contract has now ended.

Final milestones and targets below:

Milestone/Target/Output	Target	Achieved	Comments
Learners Recruited	24	32	Not all stayed the full cohort.
Learners Achieving Stage 1 Qualification in Dry Stone Walling	24	19	
No of Learning Hours Delivered	230	182	
No of Learners Achieving 85% or higher attendance	24	19	
People perceiving traditional countryside skills as a viable enterprise	24	3	Only 3 expressed a wish,
People being happier and healthier by being connected to the natural environment.	24	24	Case studies used

The Clean & Tidy team

The Local Economy including tourism		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
Environment	Milestones achieved	●
	Activity intervention targets	●
Environment	Outcome indicator targets met	●
	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

A monitoring report for July – September 2016 was submitted on time by the Clean and Tidy team for the contract meeting on the 22nd September 2016. The next report is due in January 2017. The RAG ratings will be updated following the meeting in January. **Some Highlights of Penistone C&T team so far this quarter**

Continued working with new and existing volunteer and community groups.

Love your street events at Talbot Road and Green Road made a big difference to the look of the area and way the local residents felt about it.



Worked with Tesco's and Bank View Café to put on activities during half term



Bird feeders at Penistone



Bug houses at Bank View Café, Langsett

Hedgelaying training days for volunteers have started at Tankersley and Oxspring



Tankersley and Silkstone schools have been bringing colour and wildlife benefits to their school grounds, with 3 more schools already scheduled in for next quarter.

The team have passed their Spraying qualifications, first aid and chainsaw scheduled for January.

Christmas holiday volunteer days 9.30 – 3.00 suitable for children to get involved

19 Dec – The Delf, Green Moor – moorland habitat improvements

21 Dec – Annat Royd Nature – moorland habitat improvements

Trying to sort out another family volunteer day between Christmas and New Year at Oxspring

SF28/11/2016

Penistone Advice Drop In

Health and Well Being		RAG
	Satisfactory quarterly monitoring report	●
	Milestones achieved	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

Service user:

"Gwen is a diamond; I would recommend her 110%, with her support a blue badge is allowing me to go out more as I can park near to where I am going".



**Passionate
about
possibilities.**





Penistone Drop-In

Period: 1st September – 17 November 2016

Project Highlights

- 10 sessions have been held
- 28 residents have received face-to-face advice
- The average number of residents attending a session is 3
- The highest number of residents attending a session is 5
- The total **actual** amount of unclaimed benefit income generated through the sessions in the last quarter is £11,287
- The total **projected** amount of unclaimed benefits generated through the sessions in the last quarter is £52,700 (these are claims waiting for a decision)
- For every £1 invested from the Ward Devolved Budget the project has brought £63 into the area
- 100% of residents attending the sessions reported feeling less anxious as a result of speaking to our advisor
- 68% of residents attending the sessions reported feeling more able to deal with their own affairs
- 91% of residents reported feeling their health and wellbeing had improved 3 months after receiving support from our advisor
- 75% of residents attending the sessions did not have access to the internet
- 86% of residence with access to the internet did not feel confident to manage their affairs online

Penistone FM – Young People in radio

The Local Economy including tourism		RAG
	Satisfactory quarterly monitoring report	
Activities for Young People	Milestones achieved	
	Satisfactory spend and financial information	
	Overall satisfaction with delivery against contract	

New jobs

Two people have been recruited to work part time on the project.

Training

Two students have completed NCFE level one at over 60 hours learning and are waiting for final external assessment in December. Three other students are also well underway on the course and expected to complete it during December.

Another four young people have also just started on the taster sessions or waiting to come in for their start date.

Community Volunteering

Two community groups have been approached and agreed to provide some volunteering experience with a chance for students to record interviews with a couple of people on subjects like volunteer motivation. Three students are volunteering as reporters or co presenters so boosting the stations output and content. Two students are looking at Level 2 Radio skills now or part of this as a progression into radio.

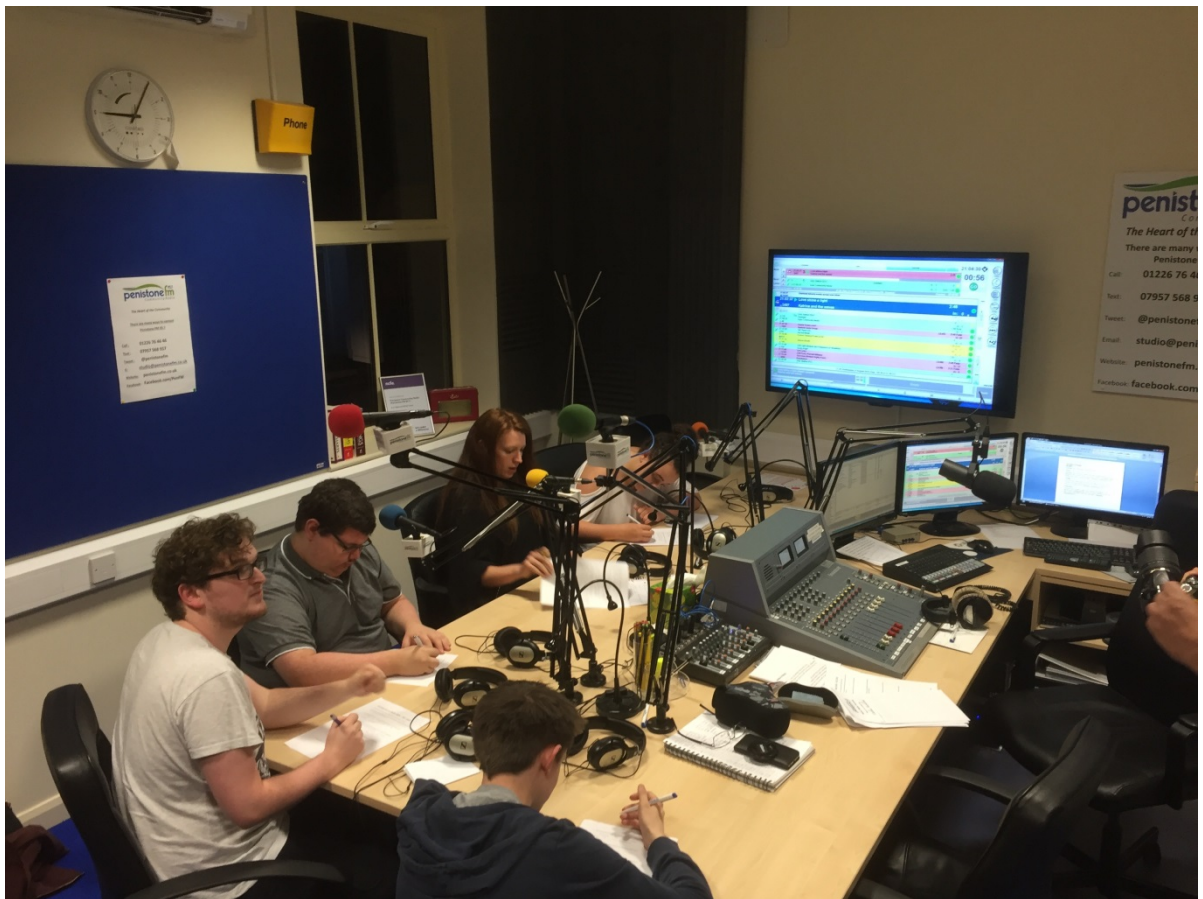
Experience

Penistone FM have engaged with a local newspaper and media training company to look at work experience for students providing an opportunity for people to gain experience in radio advertising by shadowing someone selling and creating commercial adverts.

Overall

The project is doing really well, on target and the students are enjoying the course. The station now have more people taking part in volunteering. A new promotional leaflet is in production.

Some of the students took part in the recent Penistone Youth Poppy Memorial opening where they interviewed the young people that helped create it, their youth mentor and the community development worker from Tesco who helped collect the bottles made into the poppies.



Penistone Scout Activity Centre Development

Health and Well being		RAG
	Satisfactory quarterly monitoring report	●
Activities for Young People	Milestones achieved	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

All hardware specified as part of the grant has been ordered which included the tables and chairs. These have been in full use and have enabled us to open up the centre to larger events. A quiz night fundraiser was hosted in November with over 90 people attended which was possible due to the new equipment.

The mattresses will be used for the first time when 60 beaver scouts have a sleepover on the weekend of the 10th & 11th December and then again at a Christmas sleepover on December 23rd for Scouts.

Courses for young leaders have been identified for Hillwalking, Archery, Rifle Shooting, Climbing, Watersports and caving and over 20 young leaders have signed up to take part and achieve accreditation. The volunteer development weekend is also booked at Walesby Forest outdoor centre in Worksop on the first weekend in March with over 35 adult volunteers attending.



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.

PENISTONE WARD ALLIANCE

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

£20,000	base allocation
£11,000	carried forward from 2015/16
£20,000	devolved from Area Council
£51,000	total available funding

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining	Allocation Remaining
			£25,500	£51,000
Penistone Scout Group - Get Penistone Scout group camping 2016	£2,740.00	£2,740.00	£25,500.00	£48,260.00
Community Noticeboard	£750.00	£750.00	£25,500.00	£47,510.00

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £25,500	Allocation Remaining £51,000
Thurgoland Cricket Club - Repair/ Replace elevation of clubhouse roof	£1,330.00	£1,330.00	£25,500.00	£46,180.00
Neighbourhood Pride - Summer Hanging Baskets	£2,314.50		£23,185.50	£43,865.50
Silkstone United JFC - Football Kit	£757.36	£757.36	£23,185.50	£43,108.14
Hunshelf Parish Council - Green Moor Play Area	£600.00		£22,585.50	£42,508.14
Penistone Town Council - Community Access Defibrillator	£3,000.00		£19,585.50	£39,508.14
Thurgoland Parish Council - A629 Halifax Road, Road Markings & anti skid	£1,401.98		£18,183.52	£38,106.16
Springvale Community Garden - Summer activities for children & families	£1,000.00	£1,000.00	£18,183.52	£37,106.16
Springvale Community Garden - Picnic tables	£1,591.20	£1,591.20	£18,183.52	£35,514.96

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £25,500	Allocation Remaining £51,000
Penistone Literary Festival - 2016 festival	£1,830.00	£1830.00	£18,183.52	£33,684.96
Penistone Community Arts - No Horizon	£2,800.00	£2,800.00	£18,183.52	£30,884.96
Penistone Literary Festival - 2016 festival - facilitators	£2,230.00		£15,953.52	£28,654.96
Ellie's Entertainments - Summer facepainting & crafts	£180.00	£180.00	£15,953.52	£28,474.96
Penistone Town Council - Winter Bedding plants	£650.00	£650.00	£15,953.52	£27,824.96
VAB - Thurlstone Community Orchard	£524.90		£15,428.62	£27,300.06
Oxspring Parish Council - Sheffield Road Dry Stone Wall	£5,000.00		£10,428.62	£22,300.06
Tankersley Parish Council - Road side markings for child safety	£1,250.00		£9,178.62	£21,050.06
Penistone Line Partnership - Smile You're in	£1,175.00	£1,175.00	£9,178.62	£19,875.06

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £25,500	Allocation Remaining £51,000
Penistone				
Thurgoland Village Welfare Association - First Aid Training	£200.00	£200.00	£9,178.62	£19,675.06
Oxspring Friends Group - Indoor Bowling Club	£870.00	£870.00	£9,178.62	£18,805.06
Thurgoland Village Welfare Association - Installation of defib	£400.00	£400.00	£9,178.62	£18,405.06
Wortley Parish Council - War Memorial	£375.00	£375.00	£9,178.62	£18,030.06
Silkstone Parish Council - A628 Crossing	£1,300.00		£7,878.62	£16,730.06

BARNSELY METROPOLITAN BOROUGH COUNCIL

Penistone Area Council
8th December 2016

Report of the
Penistone Area Council Manager

Penistone Area Council priorities and commissioning review

1.0 Purpose of Report

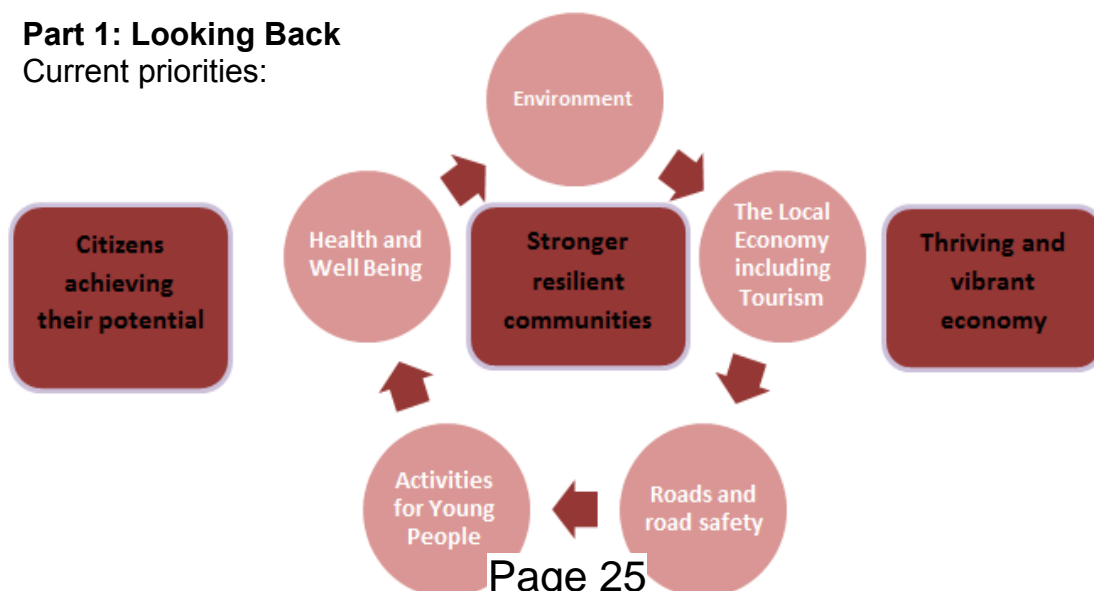
- 1.1 This report provides an overview of the discussions at Members Briefings on the 17th and 24th November 2016 regarding the Penistone Area Council priorities for 2017/ 2018.
- 1.2 The report outlines the process followed for members considering their priorities for 2017 /2018.
- 1.3 The report also considers current contracts and future commissioning.

2.0 Recommendations

- 2.1 That members receive the overview of discussions at Members Briefings on the 17th and 24th November and agree the proposed new priorities and guiding principles for 2017 / 2018 outlined in section 3 of this report:
- Environment
 - The Local Economy including Tourism
 - Helping people to connect better
 - Supporting young people
 - Health and Well being
- 2.2 That members note the discussions regarding future commissioning, and agree to hold a Members Briefing in January to look at environmental enforcement in more detail and note budget recommendations in the separate Managers report.

3.0 Priority Review Workshop Outline: 17th and 24th November 2016

- 3.1 **Part 1: Looking Back**
Current priorities:



- Previous review saw Health and well- being replacing 'Access to healthcare' priority in September 2015
- Local economy priority was strengthened to include tourism

3.2 Commissioning budget – Spend to date:

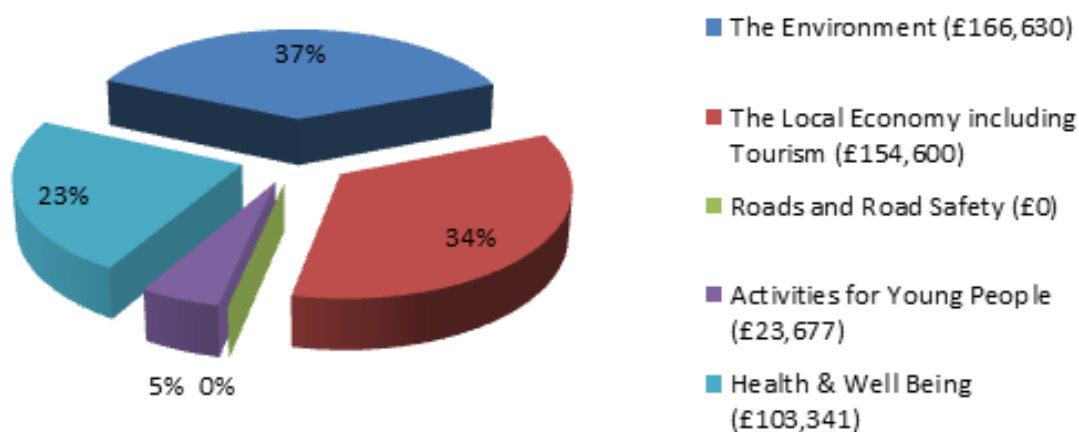
- **£32,038** left to commit from 2016/ 2017 budget
- **£78,033** remaining in Working Together Fund although a total of 7 applications (£100,000) will have been considered at the next grant panel meeting on 29th November 16.

Commissioning activity:

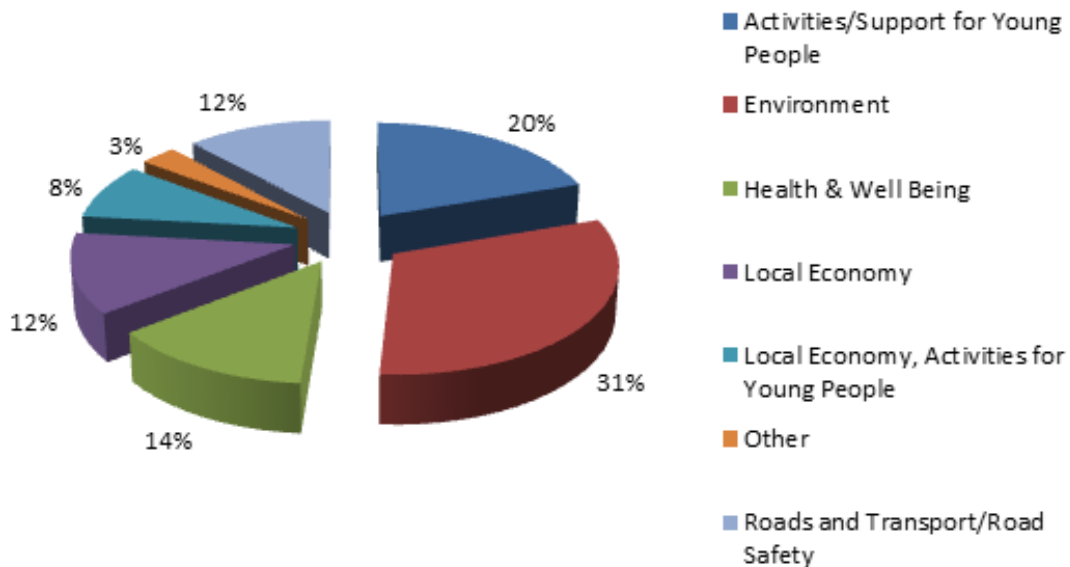
	2014/15 £200,000	2015/16 £200,000	2016/17 £200,000	Total £600,000
Countryside Skills and Training	£100,000			£100,000
Countryside Skills and Training extension		£54,600		£54,600
Clean and Tidy Team		£35,555	£124,445	£160,000
Working Together Fund		£60,000	£60,000	£120,000
Allocation to Ward Alliance		£40,000	£20,000	£60,000
Vulnerable and Older People Commission			£70,000	£70,000
Community magazine – Penistone Matters			£3362	£3362
Total spend allocation				£567,962
Remaining allocation			£32,038	

Proportion of Area Council spend against each priority:

Penistone Area Council Priorities



Proportion of Penistone East and West Ward Alliance spend against each priority:



- 3.3 At the briefing meetings on the 17th November and 24th November 16 Elected Members considered the following information:

Update on the commissioning budget, budget to date and an overview of how budgets has been spent against each priority across the Penistone Area Council and Ward Alliance:

- The Environment has seen the largest proportion of spend for the Penistone Area Council and Ward Alliance
- Roads and Road safety: 0% of spend for Area Council Budget, 12% of Ward Alliance funding

A presentation on achievements through commissioning work

- The achievements and reported figures for the advice sessions were noted in particular as value for money

A list of project work in early development

- Market Barn promotions and Wi-fi were noted
- Social media presence a priority regarding reaching a wider community and tailoring messages
- Health still a priority and ideas are being developed around a health fayre and pulling together various opportunities to deliver first aid training, community defibrillator training etc.

Penistone data considered:

- Data: NEETS by local area, business start-ups, isolation, incomes and household data, internet usage and average speeds, Fuel Poverty by super output area, benefits data, environmental crime demand profiles, inequalities profiles and road accident data
- Members not convinced that even the low average internet figures are being achieved
- Fuel poverty was highlighted
- Members found the dog fouling stats interesting – % of incidents attended by neighbourhood service and % of reports to community safety
- Members noted variations between Penistone West and East across

some of the data sets

- Some indicators have declined since the previous time point: For Penistone West under 75 mortality from cancer and smoking related deaths and Living Longer Life expectancy for men and women. Penistone East - Under 75s mortality rate from cardiovascular diseases has declined
- The rate of excess weight in 4-5 year olds has declined slightly for Penistone East since the previous time point.

3.4 Following a discussion of the data, local intelligence, performance to date, budget allocations and current contracts the Penistone Area Council discussed the existing priorities and put forward the following amended ones:



Roads and road safety changed to ‘Helping people to connect better’

- Members reflected on the commissioning budget spend against ‘Roads and road safety’ to date
- ‘Helping people to connect better’ is an overarching priority recognising the rural nature of the area and challenges regarding transport, isolated communities and individuals, access to services across the area and challenges regarding online services and broadband
- Also includes supporting groups and communities across the area

Activities for young people changed to ‘Supporting Young People’

- Ward Alliance allocated 20% of its budget against young people’s activities and the Area Council funded the Woods and Walls project. The change recognises that these projects have delivered much greater value than purely activities; a driver has been building confidence, self-esteem, skills and preparation for the work place. It was decided that support for young people better reflected this intention.

The local Economy including tourism – no change

- Still considered an important priority

- Support for developing a local visitor economy / tourism hub and making better use of the Town Hall
- Helping small businesses access existing support available to them
- Suggested we should be working with young farmers

Health and Wellbeing – no change

- Still relevant – whilst Penistone data is better than Borough average there are still some areas which have declined (life expectancy, excess weight in 4 -5 year olds) or close to national average (smoking in pregnancy)
- Data shows a large proportion of deaths which are attributable to modifiable lifestyle factors
- Promotion of outdoor lifestyles and access to the outdoors / leisure activities
- Fuel poverty a highlighted concern
- Explore 'mile a day' project to roll out across area

Environment – no change

- Remains a key priority

3.5 The following were discussed as **guiding principles** across all of the priorities:

- Consider the specific needs of young people when developing services and projects, acknowledge the challenges they may face and addressing any equality and access issues.
- Providing opportunities for groups and residents to come together support each other, build skills and knowledge
- Ensuring our work and partners reflects the rural nature of the area and are fit for purpose
- Maximise resources by working with partners on delivering priorities in particular health and well being
- Involve service users, officers and residents in the development of projects
- Make better use of neighbourhood networks in promoting our work and its value and communicating in a variety of formats that meet differing needs
- Supporting volunteering opportunities and social action

4.0 PART 2: Consideration of current contracts and future commissioning

4.1 Members discussed each of the commissioning activity, its value and relevance to new priorities and discussed how they wanted to proceed:

Helping people to connect better

Working Together Fund – After a slow start groups and organisations are now applying to the fund. Members agreed that they would support the continuation of the fund into next financial year. Currently **£78,033** remains in fund.

- Proposed an initial amount of £50,000 for 2017/ 18 – previous allocation £120,000
- Awards range between £5000 - £20,000 and will remain

- Proposed that panel dates would be set in the diary to allow targeted publicity and groups to plan their applications and activity –dates in April 17, August 17and January 18
- Options to top up existing budget and commit remaining budget

Environment

Clean and Tidy Team

- Existing contract ends 30th April 17
- Members agreed that this is still a priority and would like to commission a new service from May 17
- Current contract value = £160,000

Environmental enforcement

- Members wanted to explore the idea of an environmental enforcement contract
- All other Area Councils are currently in contract with Kingdom security to deliver environmental enforcement activity across those areas
- Recommendation to hold a Members Briefing in January to look at the options in more details

The local economy including tourism

- Report from Kevin Steel, BBIC regarding potential project ideas presented at members briefing for consideration

Support for young people

- No specific procurement activity or projects planned under this priority.
- Currently a Working Together Fund application from IKIC youth worker being considered.
- Supporting young people was also discussed as a guiding principle underpinning all priorities

Health and well being

- £70,000 isolated and older people contract will be delivered from January 17 into next financial year but funded through 2016/17 budget as this has been ring fenced
- DIAL sessions – Look to continue advice services and pilot an evening session for in work benefit queries
- Health Fayre to be developed through Ward Alliance and supported by Community Development Officer

Contact Officer:

Lisa Lyon

Penistone Area Council Manager

Contact No:

01226 775382

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
8th December 2016**

**Report of the
Penistone Area Council Manager**

Penistone Area Council Procurement and Financial update report

1.0 Purpose of Report

1.1 This report provides members with an update on the following commissioning and procurement activity:

- Isolated and Vulnerable Older People Service
- Working Together Fund
- Clean & Tidy Service

1.2 The report also asks members to consider the proposed way forward for considering priorities and commissioning from April 2017 onwards.

1.3 The report outlines the current financial position for 2016/ 2017 and puts forward a recommendation for the remaining budget.

2.0 Recommendations

2.1 That members receive the update on commissioned projects

2.2 That members consider and agree the proposed way forward for the Penistone Working Together Fund outlined in section 4 including the recommendation to allocate the remaining £32,038 from the 2016/2017 budget to this funding and a further £50,000 from the 2017/18 commissioning budget

2.3 That members note the current end date of the Clean and tidy contract and consider and agree options outlined at section 7.6 including budget implications

3.0 Isolated and Vulnerable Older people Service

3.1 At the Penistone Area Council meeting held on the 14th April 2016 Members agreed the draft specification of requirements to procure a service to address the needs of isolated and vulnerable older people in the Penistone East and West area. Members agreed a value of £70,000 for the commission to 31 March 2017 with the option to extend the project for a further year at the discretion of the Area Council. The option to extend the contract for a further year would be subject to funding being available, satisfactory performance of the provider and need for the service to be provided.

The advert for expressions of interest went out via YOR tender on the 26th September 2016 with a closing date of 17th October. Eight expressions of

interest were submitted via YORtender.

- 3.2 The tender evaluation panel was made up of Councillor David Griffin, Councillor Barnard and Penistone Area Council Manager, Lisa Lyon. The panel and process was supported by Glyn Stephenson and Tim Whitham from BMBCs procurement section. Changes to the panel were made to ensure the timescales set out in the tender documentation were met.
- 3.3 The Tender evaluation panel met on the 10th November 16. Seven suppliers were invited to interview.
- 3.4 A preferred supplier has been selected and the intention is to award the contract during December 16 with a contract start date of January 2017.

4.0 **Penistone Area Council Working Together Fund**

- 4.1 At a Penistone Area Council meeting in June 2015 Members agreed £120,000 over an 18-month period to establish a Penistone Working Together Fund. Successful applications meeting BMBC and Penistone Area Council priorities would be awarded between £5000 and £20,000.
- 4.2 12 groups/ organisations applied to the fund and were considered at the Working Together Fund Panel meetings on the 17th May 2016 and 24th May 2016. The panel consisted of Robert Blythe, Councillor Hand-Davis, Councillor Unsworth and Lisa Lyon, Area Council Manager.
- 4.3 The panel recommended the following applications:
 - Penistone roundtable: £11,660 (Full amount applied for £15,520)
 - Penistone Scout Group: £8050 (Applied for £18,550)
 - Trans Pennine Trail conservation volunteers: £6630 (£10,849 applied for)
- 4.4 In addition to the above applications Penistone FM was recommended at the first panel meeting £15,627. An update on this project is included in the performance report. Total Applications recommended = £41,967, this leaves a remaining budget of £78,033 from the total allocation of £120,000. 7 applications totalling around £100,000 were considered at the Penistone Working Together Funding Panel on the 29th November 16. Projects are currently being notified of the panel's decisions.
- 4.6 At the Member Briefing meetings on the 17th and 24th November 16 the Penistone Area Council Members considered their priorities for the next financial year and following a review of the projects funded to date agreed to supporting the continuation of the Penistone Working Together Fund. It is recommended that the remaining £32,038 of the Penistone Area Council 2016/17 commissioning budget be allocated to the Penistone Working Together fund and that £50,000 from the 2017/18 commissioning budget be allocated to continue the fund during the 2017 /18 financial year.
- 4.7 At the Member Briefings it was recommended that panel dates would be set for

April 17, August 17 and January 18 in order to allow groups to plan their applications and activities and improve the promotion of the funding. Previously panel dates had been planned as and when sufficient numbers of applications were received. The funding awards of between £5000 and £20,000 were considered at the members briefing and will remain the same.

5.1 **Clean and Tidy Service**

5.2 The next contract meeting will be held in January 2017 and therefore the quarter 3 performance monitoring information has not formed part of this report.

5.3 The Service Level Agreement started 1st November 2015 and runs for 18 months until 30th April 2017.

6.0 **Finance Update**

6.1 The current financial position illustrated in the table below shows that the Penistone Area Council has allocated £567,962 of its total budget of £600,000 over the three financial years. The remaining budget to allocate is £32,038.

	2014/15 £200,000	2015/16 £200,000	2016/17 £200,000	Total £600,000
Countryside Skills and Training	£100,000			£100,000
Countryside Skills and Training extension		£54,600		£54,600
Clean and Tidy Team		£35,555	£124,445	£160,000
Working Together Fund		£60,000	£60,000	£120,000
Allocation to Ward Alliance		£40,000	£20,000	£60,000
Vulnerable and Older People Commission			£70,000	£70,000
Community magazine – Penistone Matters			£3362	£3362
Total spend allocation				£567,962
Remaining allocation				£32,038

6.2 The recommendation at 4.6 of this report is that the remaining £32,038 be allocated to the Penistone Working Together Fund

7.0 **2017 /2018 commissioning**

7.1 In 2015 the Penistone Area Council agreed the following priorities which were identified following workshops at which members considered a range of statistical and consultation data:

- The environment
- The local economy including tourism
- Roads and road safety
- Health and well-being
- Activities for young people

7.2 Members briefing workshops held on the 17th November 16 and 24th November considered the following information:

- Review of Penistone Area Council contracts and performance information
- Progress against Penistone Area Council priorities (including Ward Alliance applications)
- Overview of how budgets have been spent against each priority
- Local intelligence / emerging issues relating to services/ provision/ gaps
- Local data/information relating to current contracts and projects
- National and local data/ trends

7.3 The intentions of the workshops were to provide members with the above information to consider in order to allocate the commissioning budget for 2017/18 and develop the priorities. The recommended new priorities have been discussed in a separate report.

7.4 The following table shows the services commissioned by the Penistone Area Council and contract end date.

Priority	Service	Provider	Contract value	Contract end date
The Local Economy including tourism Environment	Countryside Skills & Training	Growforest	£100,00 + £54,600	Sept 2015
Environment	Clean and Tidy Team	Environmental Services, BMBC	£160,000	April 2016
Health and Well Being	DIAL Drop in Service	DIAL	£5570	Dec 2016
Activities for Young People Health and Well Being Environment	Working Together Fund	Penistone Scouts Penistone Round Table TPT Volunteers Penistone FM	£8050 £11,660 £6630 £15,627	Various end dates

7.5 This report seeks to agree a way forward for clean and tidy activity from May 2017 onwards as the current Clean and Tidy contract end date is 30th April 2107. Members indicated at the briefing workshops that supporting community groups and maintaining the environment is still a key priority for the Penistone Area Council and as such would like to see a service commissioned for 2017/18. As the present contract has been in place for 18 months it is good practice to test the market for any future service requirements.

7.6 Members are asked to consider the following options:

Option 1: **Do nothing** – The existing contract would terminate at the end of

April 2017. Provision of a clean and tidy team through a local commission would cease.

Option 2: **Draft specification, timescales and costings for a new Clean and Tidy service to be developed by Area Council Manager** with a recommendation of a contract value of between £75,000 - £100,000 per year with the option of a further year subject to performance and availability of funding.

Option 3: **Draft specification, timescales and costings for a new Clean and Tidy service to be developed by Area Council Manager** with a recommendation of a contract value of £75,000 - £100,000 for one year only.

- 7.7 If Members agreed to option 2 or 3 the Penistone Area Council Manager would present a specification and associated timescales and costings to the next Penistone Area Council meeting for approval.

Contact Officer:
Lisa Lyon
Penistone Area Council Manager

Contact No:
01226 775382

This page is intentionally left blank