

# Public Document Pack



<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday, 14 May 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1, Barnsley Town Hall

## AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

### Minutes

- 2 Minutes of the North Area Council meeting held on 19th March 2018 (*Pages 3 - 6*)

### Items for Information

- 3 Youth Participation Worker - recruitment update (*Pages 7 - 8*)

### Items for Discussion

- 4 Commissioning, Project Development and Finance update (*Pages 9 - 12*)

### Items for Decision

- 5 Social Isolation and Cold Homes Prevention - Specification for approval (*Pages 13 - 38*)

### Performance

- 6 Performance Management Report - Commissioned Projects and Grant Summary (*Pages 39 - 68*)

### Ward Alliances

- 7 Report of the Ward Alliance Fund (*Pages 69 - 72*)
- 8 Notes from the Area's Ward Alliances (*Pages 73 - 90*)  
Darton East – held on 13<sup>th</sup> March and 10<sup>th</sup> April 2018  
Darton West – held on 5<sup>th</sup> March, 9<sup>th</sup> April and 23<sup>rd</sup> May 2018  
Old Town – held on 7<sup>th</sup> March and 11<sup>th</sup> April 2018  
St Helen's – held on 18<sup>th</sup> January and 15<sup>th</sup> March 2018

To: Chair and Members of North Area Council:-

Councillors Leech (Chair), Burgess, Cave, Charlesworth, Cherryholme, Grundy, Howard, Lofts, Miller, Platts, Spence and Tattersall

Area Council Support Officers:

Tom Smith, North Area Council Senior Management Link Officer  
Rosie Adams, North Area Council Manager  
Elizabeth Barnard, Council Governance Officer

Please contact Elizabeth Barnard on email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Thursday, 3 May 2018

<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday, 19 March 2018
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1 - Barnsley Town Hall

## MINUTES

**Present** Councillors Leech (Chair), Cave, Cherryholme, Lofts, Miller, Platts, Spence and Tattersall

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

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

### 40 Minutes of the North Area Council meeting held on 22nd January 2018

The Area Council received the minutes of the previous meeting held on 22<sup>nd</sup> January 2018.

**RESOLVED** that the minutes of the North Area Council meeting held on 22<sup>nd</sup> January 2018 be approved as a true and correct record.

### 41 Preventing Social Isolation and Warm Homes Commission including WHF update

Jenny MacPhail, Senior Health Improvement Officer, was welcomed to the meeting and provided the North Area Council with confirmation that Barnsley Council submitted a successful bid for the Warm Homes Fund Round Two. This gives universal provision for the Borough, with a specific point of contact where there are concerns that someone is living in a property which does not have adequate warmth.

It was highlighted that the Darton East Ward has a higher than average excess winter death index than other wards in the Borough and that this has increased steadily since 2006. The reasons for this are unclear.

The North Area Council now has an opportunity to develop a 'reducing social isolation' pilot project with a housing and energy focus. It was felt that the best way to fully define the project would be to set up a workshop in conjunction with Public Health, Social Care, the Research Team and Housing and Energy Officers.

**RESOLVED** that members of the Health and Wellbeing Priority Group meet for a workshop on 9<sup>th</sup> April with Housing and Energy and Public Health Officers to fully define the scope and breadth of the project.

### 42 Performance Management Report - Commissioned Projects & Grants Summary

The Area Council Manager introduced this report and provided Members with an update with regard to how all the North Area Council contracted services contribute

to the achievement of each of the North Area Council's agreed outcomes and social value objectives. A number of case studies were provided.

It was highlighted that Part A of the report reflected information gathered from each contract for the period July to September 2017 and that Part B of the report provided Members with a summary performance management report for each of the contracted services for 2017/18 Quarter 3 (October – December 2017).

Members discussed the merits, challenges and performance of the various providers, including but not limited to:

- Kingdom Security
- Twiggs Ground Maintenance
- CAB and DIAL
- RVS – Looking out for Older People
- Reds in the Community
- Emmanuel Methodist Church
- Homestart – Lifeline Project

**RESOLVED** that Members note the contents of the Performance Management Report.

#### **43 Commissioning, Project Development and Finance Update**

The Area Council Manager introduced this report and provided Members with a financial position and forecast for expenditure based on the projects that have been proposed, highlighting projects with a significant financial commitment, including:

- The Anti-Poverty Community Outreach Project
- The Clean and Green Service
- Housing Migration Officer/Private Sector Housing Officer
- Opportunities for Young People
- Health and Wellbeing

It was reported that following delivery issues with the Community Magazine, the provider has agreed to either recredit the Area Council with £1000 or redeliver the next edition free as an apology (cost of £1837). Members felt that it may be advisable for editions to be sent out after Christmas next time, i.e. in January and July.

**RESOLVED** that

- (i) The North Area Council note the existing budget position, current financial position and forecasted annual budget commitments, including those based on the decisions that were made at the September and November 2017 meetings.
- (ii) The North Area Council note that contrary to previous information the North Area received a budget of £400,000 for the period 2017/18.
- (iii) Members note the update regarding the proposed recruitment of a Young Peoples Participation Worker.

- (iv) The next edition of the Community Magazine be delivered free of charge as compensation for the delivery issues with the last edition.

#### **44 Stronger Communities Grant**

The Area Council Manager introduced the report and updated members about the North Area Council Stronger Communities Grant application and allocation process, the outcome of the grant panel meeting and the projects approved for funding, highlighting the performance management and monitoring arrangements for the five successful projects, which are:

- YMCA Youthwork
- DIAL Barnsley – hOurbank
- Ad Astra – Taking Young People Seriously
- Woolley Colliery Miners Welfare Scheme – Tractor Project
- Royal Voluntary Service – Barnsley North Looking Out for Older People

Members were made aware that this year's grant funding was overprescribed, leading to greater scrutiny of the applications in accordance with the scoring criteria. A total of seven applications were received at a value of £124,697 against a total funding allocation of £80,000.

**RESOLVED** that

- (i) Members note the NAC Stronger Communities Grant update.
- (ii) Members note the projects that have been approved for funding.
- (iii) Members agree the performance and monitoring arrangements for the successful projects.

#### **45 Report of the Ward Alliance Fund**

The Area Council Manager updated the North Area Council with regard to the financial position of the Ward Alliance budget for each ward for the 2017/18 period. It was pointed out that due to the current budget position Old Town ward is not eligible for devolved funding from the Area Council during 2018/19

**RESOLVED** that the report is noted and that each Ward prioritises the efficient expenditure of the Ward Alliance Funds for 2017/18 in line with the guidance on spend.

#### **46 Notes from the Area's Ward Alliances**

The meeting received the notes from the Darton East Ward Alliance held on 9<sup>th</sup> January 2018; Darton West Ward Alliance held on 11<sup>th</sup> December 2017, 22<sup>nd</sup> January 2018 and 5<sup>th</sup> February 2018; Old Town Ward Alliance held on 10<sup>th</sup> January and 7<sup>th</sup> February 2018; and St Helen's Ward Alliance held on 7<sup>th</sup> December 2017.

*Darton East* – as printed

Darton West – The ‘Stars of Darton’ event took place on 9<sup>th</sup> March and was a great success, attended by around 150 people. The planters are now in situ and residents are taking ownership of their upkeep. Letters have gone out to local businesses to determine if they are willing to sponsor hanging baskets. Some have responded positively and it is hoped that something similar could be done for provision of Christmas lights.

*Old Town* – as printed

*St. Helens* – It was reported that all three Christmas events were well attended and thanks were expressed to everyone involved, in particular the North Area Team, Ward Alliance Members, local schools and Ad Astra. The spring bulbs have now been planted and the arrival of the hanging baskets is eagerly anticipated. The Annual Gala is planned for 24<sup>th</sup> July.

**RESOLVED** that the notes of the respective Ward Alliances be noted.

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Chair

# Item 3

## BARNSELY METROPOLITAN BOROUGH COUNCIL

**North Area Council Meeting:  
14<sup>th</sup> May 2018**

**Agenda Item: 3**

**Report of North Area Council  
Manager**

### **Youth Participation Support Worker – Recruitment Update**

#### **1. Purpose of Report**

- 1.1 This report provides the Area Council with an update on the youth participation support worker post.

#### **2. Recommendation**

- 2.1. **Members should note the update regarding the proposed recruitment of a Young Peoples Participation Worker.**

#### **3. Background**

- 3.0 At the September 2017 meeting the Area Council requested that the Area Council Manager and Senior Link Officer look into the feasibility of the North Area recruiting a Youth Participation Worker which would help to increase links with the local schools and increase the participation and social action involvement of young people across the area.
- 3.1 At the November 2017 meeting the North Area Council agreed to the recruitment of a Support Worker for young people at grade 4 FTE, however based on further discussions with the Early Intervention Service they have recommended that to fulfil the requirement of the Area Council the post would need additional skills. It is advised to devise a new role profile for a part time post at Grade 5/6. This would not require an increase in funding allocation but will require a longer lead in time.
- 3.2 This development process required the cooperation and support of HR colleagues because the proposed post would need to go to a panel for approval before a request to recruit is authorised. The Area Council was advised that if this new post is not permitted then it may be necessary to revert back to the grade 4 proposal.
- 3.3 Following further conversations with HR job design officers and the Youth Voice and Participation Operation Manager it was explained that if we pursued a new role profile at grade 5/6 this would cause issues of inconsistency for the existing service and could possibly result in conflict for appointed workers.

- 3.4 It was recommended that the Participation Worker for the North Area should take the form of two part time (18hr) grade 4 support workers. This could be achieved with in the funding agreed but increase the flexibility of the service offer whilst ensuring the safety of the workers who could double up for out of hours work.
- 3.5 This information was shared with the Area Chair and the Senior Link officer and subsequently a delegated report was prepared based upon the recommendation in 3.4, the unions were consulted and the delegated report was submitted to Organisational management.
- 3.6 On the 23<sup>rd</sup> April the Area Manager received notification that the creation of the posts had been approved and the organisational structure chart for Youth Voice and Participation Service has been amended.

**4. Current Position**

A permission to recruit form has now been prepared, which includes an advert for promotion of the opportunity. It is hoped that the permission will have been granted and that the post will have been advertised between the preparation of this report and the Area Council meeting taking place.

**5. New steps**

Following a two week advertising window, the recruitment will involve a shortlisting process, followed by interviews to identify suitable candidates for the roles.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**1<sup>st</sup> May 2018**



# Item 4

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:  
14<sup>th</sup> May 2018

Agenda Item: 4

Report of North Area Council  
Manager

### Procurement Update, Financial Position and Forecast

#### 1. Purpose of Report

- 1.1 This report provides the Area Council with a financial position and forecast for expenditure based on the projects that have been proposed.

#### 2. Recommendation

- 2.1. **The North Area Council should note the existing budget position and forecast for the funding commitments.**
- 2.2. **The North Area Council should note that contrary to previous information the North Area received a budget of £400,000 for the period 2017/18.**
- 2.3. **Members should note the update regarding the proposed recruitment of a Young Peoples Participation Worker. (This is covered in more detail in Item 3)**
- 2.4. **Members should note the update on the Social Inclusion and Fuel Poverty Reduction project proposal. )This is covered in more detail in Item 5)**
- 2.5. **Members should note the current financial position.**
- 2.6. **Members should note that forecasted annual budget commitments based on the decisions that were made at the September and November 2017 meetings.**

#### 3. Background highlighting all significant financial commitment

- 3.0 The Anti-Poverty Community Outreach Project commenced on the 14<sup>th</sup> September 2015. This is a one year (plus one year) contract valued at £149,000 in total. The initial contract has now concluded.

The decision was taken to retender the opportunity for a further 2 years (+ 1 year) at a contract value of approximately £95,000 per annum. The provider commenced service delivery on the 14<sup>th</sup> September 2017. This contract will run until at least September 2019 provided the conditions of the contract are met.

- 3.1 The Clean and Green Service commenced on the 14<sup>th</sup> September 2015. This was a one year (plus one year) contract valued at £150,000 per annum. The initial contract has now concluded.

The decision was taken to advertise an enhanced tender opportunity for a further 2 years (+ 1 year) at a contract value of approximately £85,000 per annum. The provider commenced service delivery on the 2<sup>nd</sup> October 2017. This contract will run until at least September 2019 provided the conditions of the contract are met.

- 3.2 Environmental Enforcement contract commenced in April 2016. This was a one year (+ one year + one year) contract, with financial implications of up to £146,000 per annum. The decision was taken at the September 2017 meeting NOT to utilise the final year of the contract extension. This will mean that the contract concluded on 31<sup>st</sup> March 2018.

- 3.3 Housing Migration Officer Private Sector Housing Officer – At the November meeting 2017 it was agreed that the North Area would offer a Housing Migration Officer post at Grade 6 for 12 months fixed term. The successful candidate started on the 22<sup>nd</sup> January 2018. In addition to the salary fees the Area Council agreed to fund uniform, PPE including IT, phone and bodycam, plus a £5k annual working budget. It is proposed that the officer attend the July meeting to update on challenges and outcomes achieved in the first six months.

- 3.4 Opportunities for Young People – At the September 2017 meeting the Area Council requested that the Area Council Manager and Senior Link Officer look into the feasibility of the North Area recruiting a Youth Participation Worker which would help to increase links with the local schools and increase the participation and social action involvement of young people across the area. At the November 2017 meeting the North Area Council agreed to the recruitment of a Support Worker for young people at grade 4 FTE. An alternative option was considered following advice from HR and the Youth Voice and Participation Team Operational Manager it was recommended that two part time officers working 18.5hr each would provide greater flexibility and resilience. The recruitment has required structural changes to the Target Youth Support Service's structure, union consultation and approval of a delegated report but its post numbers have now been assigned and it is hoped that the posts will be advertised before the Area council meets on the 14<sup>th</sup> May.

The funding will need to include staff salaries and on-costs plus a mobile phone each and the working budget already agreed.

- 3.5 Health and Wellbeing – At the November 2017 meeting The North Area Council agreed to consider a Social Inclusion Project with a Prevention of Winter Deaths focus. This would complement the work of Housing and Energy Colleagues who are looking at developing a Housing and Energy Advice Hub with housing energy advice. They are currently applying to the Warm Homes Fund for a three year project. Aligning a 3 year pilot in North Area would be a fantastic opportunity to combine resources and realise positive outcomes for residents in the North Area. The proposal was supported at the January 2018 Area Council meeting pending further development work.

A workshop of took place on the 10<sup>th</sup> of April and following that a spec has been produced. This will be progressed pending approval at the 14<sup>th</sup> May meeting. The earliest this project could be anticipated to start is August 2018.

- 3.6 Stronger Communities Grant – The total funding available for 2018/19 is £80,000. A total of 7 applications were received. The grant is oversubscribed by in excess of £44,000. At the Grant Panel on the 15<sup>th</sup> March 5 projects were recommended for approval delivering a broad range of services up until March 2019.
- 3.7 Community Magazine – The Area Council fund the distribution costs of the North Area Magazine. This is a twice yearly distribution costing approximately £2,500 per issue.

#### 4. Financial Position

- 4.1. At the September 2017 meeting The Area Council took the decision to reconfigure its annual financial commitment to ensure that the annual spend is in-line with the budget allocation. It was agreed to cease the Environmental Enforcement Service and proposed to introduce a Participation Worker for Young People.
- 4.2. There was an **underspend of approximately £167,186 for 2017/18 (this includes underspend from previous years). However the in-year balance exceeds the annual budget by £85,000.**
- 4.3. This is a significant excess caused by the decisions to stop the Positive Progressions project £55,000, the delay in recruiting to the Private Sector Housing Support Officer role, the unallocated Grant funding £20,797.50 and recycled FPN income of £42,143 for 2016/17 now received.
- 4.4. The decision to terminate the Environmental Enforcement contract from March 2018 provided an opportunity to develop the social isolation project.

#### 4.5. Outlined annual commitments from April 2018:

<b>Contract</b>	<b>Annual Value</b>
Anti- Poverty – Community Outreach	£95,000
Creating a Cleaner, Greener Environment in Partnership with Local People	£85,000
Housing Migration Officer	£35,000
Stronger Communities Grant	£80,000
Magazine Delivery	£6,000
Participation & Engagement Officer – Young People FT (+participation budget)	£26,000 & £5,000
In Development ( <i>Social Isolation Project Healthy Homes</i> )	<b>£75,000 (may require an increase following soft market testing)</b>
Devolved funding to Ward Alliances	£40,000
<b>TOTAL</b>	<b>£447,000</b>

## 5. Risks

- 5.1. Members please note that the Area Council has benefited from £112,294.00 in recycled FPN income since 2014. This will cease in March 2018 following the decision to decommission the service.
- 5.2. Members please note that the financial position of the Area Council has altered significantly and there is a substantial sum currently unallocated for 2017-18.
- 5.3. The proposed budget would take the Area Council £47,000 over budget pa for the next 3 years. However taking into account the current under spend or £167,183, the investment profiled in 4.5 would be feasible for the next three years and still leave £26,183 unallocated.

## 6. Next Steps

- 6.1. Ensure that the Area Manager is alerted to any proposed commissioning profile variations so that feasibility considerations can be made at the earliest opportunity.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**01/05/2018**

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:  
19<sup>th</sup> March 2018

Agenda Item: 5

Report of North Area Council  
Manager

### **Preventing Excess Winter Deaths and Reducing Loneliness and Isolation Pilot for The North Area**

#### **1. Purpose of Report**

- 1.1 This report provides the Area Council with confirmation that Barnsley Council have bid for the Warm Homes Fund Round Two.
- 1.2 Serves to make the Area Council Members aware that 1.1 provides the North Area with an opportunity to develop a reducing social isolation project with a housing and energy focus piloted in the North Area.

#### **2. Recommendation**

- 2.1. **Following The Area Council's in principle decision to proceed with a collaborative pilot project for the North Area that would focus on Reducing Loneliness and Social Isolation and Preventing Winter Deaths, it is recommended that members of the Health and Wellbeing Priority Group meet for a workshop with Housing and Energy and Public Health colleagues to define the project.**
- 2.2. **Members to agree to increase the budget for this project if soft market testing indicates that this is appropriate and necessary.**

#### **3. Background**

- 3.0 In autumn 2017 representatives from BMBC Housing and Energy Team approached the North Area Manager to provide a briefing on the planned Energy Efficiency Works and other affordable warmth initiatives. The team also provided an update on recent excess winter death and fuel poverty statistics.
- 3.1 It became clear that the Darton East Ward has a higher than average excess winter death index for the borough.
- 3.2 The trend in excess winter deaths for both Darton East Ward and Darton West Ward has increased steadily since 2006.
- 3.3 The Housing and Energy Team identified that Woolley Colliery Village would benefit from the installation of first time central heating systems available for private homes made feasible by the monies secured from round one of the National Grid Warm Homes Fund.

- 3.4 The proposal suggested in this report would be complementary to the Energy Efficiency Works in Woolley Colliery Village. The North Area Council in principle agreed to fund low cost added value works for Woolley Colliery Village properties at the November 2017 meeting. Housing and Energy colleagues will also be bidding for round three which will be for vulnerable and low income tenants which would again benefit some Woolley Colliery residents.
- 3.5 Following the update that an Older Peoples Participation Worker for older people would not align with existing BMBC service provision at the November 2017 meeting. The Area Council requested a workshop to explore an Older People's Reducing Social Isolation and Preventing Winter Deaths project.
- 3.6 The Area Chair and Area Manager attended a meeting on the 29<sup>th</sup> November 2017 with colleagues from Housing and Energy and Public Health to explore the opportunity of a strategic piece of work that would splice with the work we are considering for the North Area with the preventing excess winter deaths work. It was a very positive meeting with the opportunity to do some joined up delivery and pilot a new approach in the North Area.
- 3.7 Shortly after meeting mentioned in point 3.6, the Group Leader for Housing and Energy provided an update that the National Grid and Affordable Warmth Solutions have opened their second bidding window for the Warm Homes Fund and that the Council proposes to bid for category two funding which is to enable 'specific energy efficient / health related solutions – bringing together relevant organisations and charities'. Housing and Energy Colleagues have teamed with Public Health officers to develop a core offer with borough wide partners and linked closely to the Independent Living Review. This would complement the community based provision that the North Area are considering funding to reduce loneliness and isolation which would service the North Area only. It is proposed that this service would include home assessments as part of the service.
- 3.8 An email update regarding points 3.6 and 3.7 was circulated to the North Area Council Members on the 20<sup>th</sup> December 2017.
- 3.9 BMBC were successful in the Warm Homes Fund Expressions of Interest stage of the bidding and were invited to submit a formal bid. This is completed in time for the 9<sup>th</sup> February deadline, led by Housing and Energy colleagues.
- 3.10 At the Area Council meeting held on the 22<sup>nd</sup> January it was agreed in principle to fund a Loneliness and Isolation project for the North Area with a housing and energy focus. The project would cost at least £75,000 per annum. An investment of 3 years is recommended. This would fund two social inclusion officers who would have to receive specialist training to offer home energy assessments and advice.
- 3.11 The Area Manager recommends that this work should include building a network of trained volunteers with knowledge of how to identify and address fuel poverty. This will ensure that there is active community capacity building

within the community that will lead to increased resilience and leave a positive legacy once the project concludes.

- 3.12 On the 19<sup>th</sup> March 2018 the outcomes of the Warm Homes Fund bid was announced. This presents an opportunity to develop a universal offer for the borough that will help to address need regarding housing and energy. It is hope that the North Area can develop an offer that will offer a complimentary service.

#### **4. Developing a service for North Area**

- 4.1. On 10<sup>th</sup> April 2018 representatives of the North Area Council met for a workshop to receive information from service specialists from Business Intelligence, Housing and Energy and Public Health.
- 4.2. Information received included demographics, health and causes of mortality, deprivation, fuel poverty and excess winter deaths. The group also considered the factors contributing to fuel poverty, cold homes and the groups most at risk of fuel poverty, excess winter deaths and social isolation.
- 4.3. The group also considered the provision that already exists to help address the issues listed above and officers talked through examples of national best practise.
- 4.4. As the discussions concluded the group agreed on the following points that would help to define the specification:

#### **5. Workshop (10<sup>th</sup> April) Conclusions:** **Beneficiaries**

There was a discussion about whether this project should be specifically for older people or available to everyone. The workshop participants agreed that this should be a universal service; befitting people experience fuel poverty as well as those at risk of excess winter deaths (under 5s and over 65).

#### **Aims and Objectives**

- Reduce loneliness and isolation
- Reduce fuel poverty
- Reduce the number of times a person has to tell their story in order to benefit from support services
- Identification of personal needs and home environment needs so that both can be addressed holistically
- Provide solutions to improve the living conditions of local people
- Increase the knowledge and understanding of the local community regarding energy. This early intervention and prevention model will encourage community resilience through empowering residents and communities to address fuel poverty by tackling the root causes such as income maximisation, energy efficiency improvements and seeking out cheaper tariffs.

### Suggested Outcomes

- Reduction in feelings of loneliness and isolation within the community
- Isolated and vulnerable people having a much greater involvement in designing services and actively participating in improving their lives and Barnsley
- Highlight the health and wellbeing of individuals as a 'whole community issue'.
- Inclusion and support of Volunteers in the delivery providing opportunities to use their skills, knowledge and expertise to help others to live independently
- Reduction in the number of households that have poor insulation, inadequate heating systems, are a poor energy deal
- Increase in local knowledge about energy efficiency solutions

### Project Outputs (not exhaustive)

- No. Individual Needs Assessments
- Increase in No. of isolated people accessing local amenities and community provision
- No. of new community groups established
- No. Home Energy Assessments completed
- No. of homes benefiting from warm homes discount
- Savings derived as a result of energy switching
- No. Community Energy Champions Recruited and Trained
- Number of households switching to a better value energy deal.

### Resourcing / Area Council Input

- Contract Length (3 year commitment aiming to achieve medium term outcomes)
- Contract Value (£75k per annum has been agreed at Area Council)
- **Please be advised that it may be necessary to increase this value following soft market testing – Members to indicate if the budget can be increased to maximum £85K per annum)**
- Price / Quality Split for procurement evaluation purposes – 20/80

## **6. Item for Decision**

- 6.1. **Members are requested to refer to the draft specification Appendix 1 and indicate if they approve the document. The specification can then be developed into a full tender document with the support of the Procurement Team.**

## **7. Next Steps**

- 7.1. Procurements timeline will need to be agreed with specialist colleagues.
- 7.2. Soft market testing with providers.
- 7.3. Prepare tender document.
- 7.4. Advertise tender opportunity.
- 7.5. Tender Evaluation
- 7.6. Service on line approximately September 2018.



7.7. Procurement The Area Manager recommends holding a workshop with the Health and Wellbeing Priority Working Group to define the commission and take advice from Housing and Energy and Public Health Colleagues.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**1<sup>st</sup> May 2018**



## **Barnsley Metropolitan Borough Council**

# **APPENDIX TWO SPECIFICATION OF REQUIREMENTS**

Contract Title: Provision of Social Inclusion and  
Reduction of Fuel Poverty Service

Contract ID: DNxxxx

Closing Date: DD/MM/YY, 12 noon

## **CONTENTS**

- Section 1: Project Overview
- Section 2: The Council's Strategic Objectives
- Section 3: Scope of Services
- Section 4: Requirements of the Provider
- Section 5: Performance Measures
- Section 6: Client Responsibilities
- Section 7: Payments and Invoices

## **1.0 PROJECT OVERVIEW**

### **1.1 Introduction**

The North Area Council (part of Barnsley Metropolitan Council) is looking to establish a social inclusion service which will also address the needs of fuel poor households.

The successful Provider that will assess the needs of socially isolated and vulnerable individuals and their home environment and will identify and implement actions that will help to improve their personal circumstances.

This service will initially be restricted to the Wards of Darton East, Darton West, Old Town and St Helen's. The service should complement existing service provision, increase the security, independence, and health and wellbeing of people at the risk of, or experiencing, loneliness and isolation.

The service will be contributing to the Council's Corporate priorities and outcome statements and will be focussed on:

- Sustainability
- Community support
- Self-reliance
- Resilience and reciprocity

The service will also look to use volunteers and mentors in its delivery and incorporate the upskilling of individuals to undertake these roles to enhance the reach and sustainability of the services.

Opportunities for work experience placements, apprentice opportunities, the maximising of local spend and local labour should be used.

Background information about the North Area and the North Area Council which serves it can be found at Appendix 1.

### **1.2 Background**

Barnsley is a Metropolitan Borough of South Yorkshire, England. The Borough was formed under the Local Government Act 1972. The Borough now forms part of both the Sheffield City Region (SCR) and the Leeds City Region (LCR).

In the autumn of 2017 the North Area Council was updated regarding trends in excess winter deaths. BMBC Colleagues from Housing and Energy advised the North Area Council that in the North Area, Darton East Ward has the highest prevalence of excess winter deaths. The ward has the second highest number of excess winter deaths in the Borough. During the period 2006-2013 to 2009-2016, rates of excess winter deaths have increased in both Darton East and Darton West wards.

The Area Council had already been considering commissioning a service to help address loneliness and social isolation in the North Area because it has been clear from the My Best

Life Project (Social Prescribing) and from Councillors completing case work that there is a local need for a service that will help to reintegrate and support local residents who are social isolated or lonely. NICE guidance also recommends that in order to prevent excess winter deaths it is also necessary to address additional needs associated with the home environment and effect behaviour change in cold weather periods.

On 10<sup>th</sup> April 2018 the North Area Council held a workshop to help understand the needs of the community in relation to social isolation, fuel poverty and excess winter deaths. Elected Members, specialist officers and the Area Council Manager were in attendance. A number of key information points have been highlighted below:

- i. Of the North Area Wards, Darton East Ward has seen the highest increase of children living in low income families from 2012 to 2015, an increase of 13%.
- ii. There are also challenges for St Helens and Old Town who show a high prevalence of fuel poverty.
- iii. Old Town has the highest percentage of private rented properties at 14.5%. This is above the borough average.
- iv. St Helen's has three local super output areas (LSOAs) that fall into the 10% most deprived nationally.
- v. From a health perspective St Helen's Ward has the highest mortality rate for people under 75 suffering from respiratory and cardiovascular diseases. It also has the highest prevalence of smoking related mortality.

Following the workshop elected members requested that the North Area Council Manager draw up a specification of requirements to go out on YORtender for a provider to address some of the main issues highlighted by the debate and known factors about the area. It was agreed that the main areas for consideration the commission should address are as follows:

- Befriending Scheme
- Identification, signposting and help with access to groups and support in the North Area Wards of Darton East, Darton West, Old Town and St Helen's
- Support the establishment of new groups
- Inclusion and support of volunteers in the delivery of the commission providing opportunities to use their skills , knowledge and expertise to help others to live independently
- Home energy assessments
- Information, advice and guidance regarding energy switching and behaviour change
- Referrals for housing and energy improvements
- Recruit and train volunteer fuel poverty champions

### 1.2.2 National Agenda

Public Health England recognise that loneliness and social isolation can affect people of all ages, including children, and can have a significant impact on health and wellbeing. A number of population groups are considered vulnerable to social isolation and loneliness these are not just older people but can include new mothers, people with long-term conditions and disability, unemployed adults and carers. A report released by the Office of National Statistics released in April 2018 highlighted three profiles of people at particular risk from loneliness:

- Widowed older people living with long-term health conditions
- Unmarried, middle-agers with long-term health conditions.
- Younger renters with little trust and sense of belonging to their area

Many of the risk factors associated with social isolation are more prevalent among socially disadvantaged groups and accumulate throughout life. There is a strong correlation between at risk groups for loneliness and isolation; and for excess winter deaths; and illness and the health risks associated with cold homes. These include people with respiratory diseases, cardiovascular diseases, mental health conditions, disabilities, 0-5years, pregnant women and those on a low income. In addition the Department for Energy and Climate Change have identified that fuel poor families are often families with children who are working and own their own home.

## **2.0 THE COUNCIL'S STRATEGIC OBJECTIVES**

### **2.1 Visions and Values**

The Council's Vision is to 'Work together for a brighter future, a better Barnsley'

Our Values include:

#### **Working Together**

- We work as "One Council" to do the best that we can for our customers
- We build partnerships and work with others to achieve the best for Barnsley
- We are understanding and supportive of others, respecting and valuing differences

#### **Honesty**

- We are open and honest about what we are able to achieve, the decisions we make and how well we are doing
- We are true to our word, reliable and fair
- We are responsible and accountable for our actions

#### **Excellence**

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

#### **Pride**

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

### **2.2 Priorities and Outcome Statements**

In developing and delivering this service, the Provider should ensure that it is contributing to the Authority's corporate priorities and outcome statements as outlined below:

Thriving and vibrant communities	Create more jobs and businesses through appropriate provision of business, enterprise and employment programmes to reduce worklessness amongst those currently unemployed and increase skills levels of our current and future workforce
Supporting resilient communities	Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley  Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering  Ensure customer services and the citizen experience of

	<p>access is improved-facilitate greater self-help</p> <p>Engage local communities in helping them shape decisions and services in their neighbourhood</p>
Citizens achieving their potential	<p>Target young people, families and communities who may need extra help in gaining the skills and experience they need to succeed</p> <p>Prioritise the safeguarding of vulnerable children and adults, and ensure that the risk of them getting harmed is kept to an absolute minimum</p> <p>Make the improvement of people's health and wellbeing everybody's business, with an emphasis on prevention and the contribution that all services can make</p> <p>Prioritise the reduction in health inequalities between different parts of the Borough</p> <p>Ensure that the Council plays a strong part in keeping the Borough safe, and work with others to improve community safety</p>

## 2.3 North Area Council Priorities

The North Area Council currently has five local priorities, against which it commissions a range of interventions and projects. These are:

- Opportunities for young people
- Health and Wellbeing
- Anti-Poverty
- Environmental Improvement
- Economic Regeneration



### **3.0 SCOPE OF SERVICES**

#### **3.1 Description of Service to be Provided**

The service is likely to be made up of interventions that have an evidence based rationale for reducing isolation and loneliness within communities and will help to address fuel poverty and prevent excess winter deaths.

The North Area council believes that by commissioning a service that will (re)connect people with their communities, help to improve their home environment and furnish the community with knowledge regarding home energy efficiencies, that local health and wellbeing can be improved.

The service will make a contribution to achieving the Councils corporate priorities and addressing an element of North Area Council's 'Health and Wellbeing' and 'Anti-Poverty' priority. The appointed provider will develop and deliver an innovative service that compliments existing provision for residents living in Darton East, Darton West, Old Town and St Helen's Wards.

This early intervention and prevention model will encourage community resilience through empowering residents and communities to understand and address fuel poverty by tackling the root causes such as income maximisation, energy efficiency improvements, behaviour change and seeking out cheaper tariffs.

The relationship between social isolation and health is complex, and no one sector can tackle the issue by working alone. It is well documented that reducing loneliness and isolation leads to an improvement in health and wellbeing and can reduce the need for more acute care and health services.

#### **Target Group**

The service will be aimed at lonely and/or isolated people and households affected by fuel poverty. It is anticipated that a high proportion of the clients accessing the service will be older people who may also be at risk of excess winter deaths. It is not essential for service users to be both socially isolated and facing fuel poverty to access the service.

The service provider will be expected to demonstrate a targeted approach to identify these individuals who would benefit from support.

#### **The provider will be expected to deliver the following interventions:**

**Social Inclusion Workers:** Social inclusion workers will work with local stakeholders to identify people at risk from loneliness and isolation and/or fuel poverty and provide them with emotional, practical and social support. This could act as an interface between the community and public services and help individuals to find appropriate means of support. The Social Inclusion workers will offer home-based visits, enabling lonely and isolated people to discuss concerns and help them to look into which service or community provision may be beneficial to them.

**Individual Support and Home Visit Service:** Social Inclusion workers will identify isolated individuals and then signpost them to appropriate services and support. They could also

offer a degree of flexibility in terms of delivery and necessary adaption, dependent on the needs of the people accessing the service.

The service could be available to lonely or isolated people residing in The North Area and who:-

- Without support are at risk of losing their independence
- Due to temporary incapacity are unable to leave their home
- Are returning home from hospital and are without support
- People whose poor health/mobility makes it difficult for them to get out of the Home
- New parents with children under 5 years old
- People who are new to the area and are without a supportive local network of family and friends

### **Identification, signposting and help to access groups who can offer Interest/support to people who are lonely or isolated:**

There are many different groups and services available in the North Area and the service provider will be expected to understand what is on offer and match individuals to the most appropriate group/service which may benefit them. The service provider will offer help with transport to reduce the barriers to accessing these services/groups, including sourcing specialist solutions for people with disability issues.

**Home Energy Assessments and Behaviour Change:** Social Inclusion Officers should have the skills to complete home energy assessment. This will consider the energy efficiency of the building, how the building is heated, the occupier's current utility deal and how the occupant lives in their home in cold weather (i.e. their behaviour).

This assessment would be followed up with:

- Information, advice and guidance regarding energy switching and behaviour change
- Referrals for housing and energy improvements.

### **Community Energy Champions:**

The provider will recruit and professionally train a network of volunteers that will have the knowledge and understanding to disseminate energy switching and behaviour change information to their fellow residents. This will empower and enable residents helping to address fuel poverty, help residents to keep warm for less, leading to increased comfort, health and wellbeing. This element will be vital to ensure that this project leaves a legacy in the community.

The interventions to be delivered **may also** include the following:

**Neighbourhood Befriending Scheme:** This could include volunteers visiting individuals in their own homes to provide emotional and practical support. It could also include support with transport and /or picking up medication or shopping. One to one befriending has been shown to reduce loneliness and has a positive effect on depressive symptoms. It is aimed at offering lonely and isolated older people vital companionship and emotional support. Befriending provides companionship for lonely and isolated people, the chance to develop a new relationship, and opportunities to participate in social activities. It could include a 'Phone a Neighbour' scheme where local people offer a telephone service to someone who lives

alone in their area. It could be run by local people who could pre-arrange a phone call to people living on their own to chat and discuss any concerns they may have and give information.

This could also offer help and support to use a PC and the internet to allow older people to access information about services and facilities they require.

**Support the establishment of new groups who can meet identified needs for lonely and isolated people:** In areas where groups/activities, for people at risk of loneliness or isolation and/or at risk of hardship in cold weather months, are not well developed the provider will be expected to assist in supporting the establishment of new ones which could include:

- Social groups meeting within each other's homes
- New clubs within existing local premises e.g. public houses, working men's clubs, community centres, churches, schools etc.
- Identification of individuals/groups who have a common interest but may not know of each other

**N.B.** The commissioned service is not intended to replace social cares remit but to be additional and complimentary, with the opportunity to provide early intervention advice, guidance and information that will help to improve the overall health and wellbeing of the at risk groups.

**Communications and Marketing** - Work with local media and through social media channels should take place to highlight the work taking place, the improvements being made and to change the relationship between community and council. Media work should promote positive messages about the benefits of the services provided for vulnerable, isolated and older people. The messages should encourage people to refer friends, relatives and neighbours who would benefit from community led support.

**Engagement** - The provider should have a proven track record in terms of working with lonely and isolate people. Specifically those groups particularly at risk of loneliness and people who are affected by fuel poverty.

### **3.2 Specific Aims and Objectives of the Service**

The **specific aims and objectives** of the service are:

- Provide universal access to good quality information about local services, promoting health and active lifestyles
- Increase awareness of and access to shops, leisure, health services, housing services, libraries
- Support lonely and isolated people to access the services of their choice.
- Ensure people have greater choice and control over meeting their needs.
- Fill gaps in service provision that otherwise people could not access

- Reduce loneliness and isolation and improve physical health and emotional wellbeing
- Increase independence and social inclusion in the home and in the community enabling lonely and isolated to participate in community life
- Increase the opportunities for volunteers and volunteering and encourage local residents to identify ways they can reach out to lonely isolated people in their community
- Provide support for fuel poor households in the North Area
- Identification of personal needs and home environment needs so that both can be addressed simultaneously and holistically
- Provide home energy assessments and related advice to enable people to keep warm most cost effectively
- Make referrals to for energy efficiency improvements
- Increased empowerment and understanding of residents regarding fuel poverty and how to reduce the impact
- Build a network of professionally trained volunteers and develop fuel poverty champions in the North Area
- Create a sustainable peer to peer support resource with knowledge regarding energy switching and how to stay healthy in cold weather conditions

The commission will also contribute to building the social capital agenda by:

- Supporting people to take part in the local community, having social contact and experiencing friendships, which is critical to a good quality of life, health and wellbeing.
- Motivating and incentivising volunteers to 'give something back' and becoming valued contributors by providing opportunities to use their skills, knowledge and expertise to help others live independently.
- Promoting a positive image of vulnerable and older people.
- Working with other service providers in an integrated way to tackle some of the key issues which prevent people at risk of fuel poverty from living healthy, active lives.

### **Social Value Objectives**

Under this contract the successful provider will also be required to actively contribute to the achievement of specific social value objectives. These should include but are not limited to:

- Provision of local skills development, work experience placements and Apprenticeship opportunities which strengthen the community's skill base
- Employment and training opportunities within the locality
- Use of local Voluntary Community Organisations and community groups
- Recruitment, training, support and deployment of volunteers
- Development of strong community networks, community self-help and resilience
- Engaging with local residents to initiate social action and to Love Where They Live
- Use of local supply chains and
- Provide a strong Social Return on Investment

## **4.0 REQUIREMENTS OF THE PROVIDER**

### **4.1 Service Providers Responsibility**

The successful Provider will

### **4.2 Quality Standards**

The Provider will have all relevant policies and procedures in place.

For the avoidance of doubt, nothing in this specification is intended to prevent the Service Provider from setting higher quality standards than those laid down in the Contract.

The Service Provider will have a robust system for monitoring complaints and suggestions; feedback from service users will inform service delivery.

The Service Provider will submit reports summarising any complaints, investigations and remedial actions

### **4.3 Health and Safety**

The Provider of this service will be required to adhere to the Health and Safety at Work Act 1974 at all times and any other relevant guidance and directives in force or subsequently issued. In addition the Provider is required to achieve accreditation under one of the Safety Schemes in Procurement.

The Service Provider will ensure that:

- All materials used in carrying out the service comply with the Control of Substances Hazardous to Health Regulations
- All materials, and equipment, are stored in a safe and proper manner
- Environmentally friendly materials are used whenever possible
- All staff are equipped with appropriate training, (including needle search training) staff development and supervision.
- Where an appropriate British Standards Specification or British Standard or Code of Practice is issued by the British Standards Institution is current at the date of the tender, all goods and materials used or supplied and all workmanship shall be in accordance with that standard
- It holds a valid Waste Carriers Licence (Throughout the contract term)
- All staff employed or engaged by the Service Provider are informed and are aware of the standard of performance that they are required to provide and are able to meet that standard.
- The adherence of the Service Provider's staff to such standards of performance is routinely monitored and that remedial action is promptly taken where such standards are not met
- All staff employed or engaged by the Service Provider have been subject to a DBS clearance, where required, and an acceptable outcome determined.
- For the avoidance of doubt, nothing in this specification is intended to prevent the Service Provider from setting higher quality standards than those laid down in the Contract.

#### **4.4 Environmental Requirements**

Project sustainability is key. The successful Provider will be expected to give consideration to the whole lifespan of the project, beyond the term of this contract.

The Provider will be required to comply with all legislation and Council policy in relation to the disposal and recycling of waste.

#### **4.5 Branding Requirements**

The successful Provider will be supplied details of all relevant brand guidelines associated with the Council and Area Council schemes and expected to adhere to these with any associated materials produced.

The provider will be expected to reference the North Area Council and Love Where You Live on all publicity material.

#### **4.6 Equality and Diversity Requirements**

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

Please also refer to Appendix Eight – Form of Contract (Terms and Conditions).

## 5.0 PERFORMANCE MEASURES

Table 1 below details the outcomes or results that the service provider is required to achieve as a consequence of the service being delivered. A list of the type of outputs which the provider will be required to meet is also included in Table 1. This is indicative only and Tenderers are required, as part of their tender return, to propose their own list of outcome measures, along with realistic targets, baselines and methodology to measure each of the outcomes. Please refer to Section 2 – Tender Quality Questionnaire.

Final measures and targets will be agreed prior to contract commencement.

**Table 1, Performance measures**

<b><i>Required Outcomes</i></b>	<b><i>Indicative outputs measures</i></b>	<b><i>Methodology</i></b>
Reduction in feelings of loneliness and isolation within the client group	<p>Increase in number of people from the target group accessing local shops, leisure, health services, housing services, libraries etc.</p> <p>Increase the number of people being able to access social and other groups in the community.</p> <p>Increased contact between isolated and vulnerable people</p> <p>Improved physical and emotional well being</p> <p>Impact on GPO visits and hospital admissions</p>	Perception surveys
Enable the target group to have a much greater involvement in designing services and actively participating in improving their lives and Barnsley	<p>Number of innovative solutions developed involving isolated and vulnerable people i.e. inclusive transport schemes and signposting</p> <p>Increased number of people with a disability who can travel independently</p> <p>Number of isolated and vulnerable people signposted to appropriate support</p> <p>Increased confidence of isolated and vulnerable people</p> <p>Increased satisfaction with their local area</p>	Provider to identify
Highlight the health and wellbeing of older people as a 'whole community issue'.	Increase in the number of people engaged in volunteering activities which support isolated and vulnerable older people in the North Area	<p>Volunteer records</p> <p>Volunteer hours</p> <p>Case studies</p>

Inclusion and support of Volunteers in the delivery providing opportunities to use their skills , knowledge and expertise to help others to live independently	Number of new volunteers Number of new community groups supported Number of existing community groups supported Number of new volunteer opportunities created Number of households signed up to received support from fellow residents during cold weather periods	
Reduction in the number of households that have poor insulation, inadequate heating systems, are on a poor energy deal.  Increase in local knowledge about energy efficiency solutions	Numbers of household receiving support from Better Homes Barnsley Number of households migrated onto a best deal home energy plan. Cost saving on home energy for householders Number of volunteers trained to deliver home energy advice and energy switching sessions	Qualitative information to be supplied. Case studies
Maximise % of local spend	Percentage of project spend achieved locally	

**Table 2, interventions / activities**

Table 2 below provides examples of possible interventions / activities that the service provider may propose to achieve the outcomes/ results required. This list is indicative only and Tenderers are required, as part of their tender return, to describe their proposed methods of delivery and proposed interventions, along with rationale supporting these. Please refer to Section 2 – Tender Quality Questionnaire.

Interventions/Activities	
Activity	How Many/How Often?
No. of Home Visits	
No. of Individual Needs Assessments	
No. Home Energy Assessments completed	
No. of homes benefiting from warm homes discount	
Savings derived as a result of energy switching	
No. of volunteer community energy champions trained	
No of people benefiting from Befriending Activity	
No. of New Social Networking Groups	
Follow-up individual and home environment	At least 50% of client group. Prioritising the



assessments, 12 months after initial intervention. Required to measure sustained change.	most vulnerable households.
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## 5.1 Contract Monitoring and Recording Requirements

Following the award of the contract the Council will hold an inception meeting with the successful Provider to review the following;

- The appointment/assignment of a Contract manager for both parties
- An overview of the staff to be engaged in the service delivery
- A contract management meeting schedule for the duration of the contract (Quarterly as a minimum)

The Provider will need to be able to demonstrate the effectiveness of the service in terms of delivering the agreed outcomes, outcome measures and outputs. Throughout the contract term the successful Provider will provide regular reports to the Area Council in regards to the types of services provided, both reactive and proactive to demonstrate contract delivery against all of the key objectives outlined.

There is a key requirement of the Provider to:

- Meet the Contract Manager for a monthly operational meeting for the first six months of the contract.
- Provide a quarterly report to the Contract Manager against the performance measures. This information will be shared with the Ward Alliances.
- Collect, collate and report on a range of agreed indicators on a quarterly basis (see milestones) as part of a quarterly report. This should also include the submission of 2 case studies per ward (group, individual or illustrating good practice/ innovative work) together with supporting photographs.
- Provide relevant evidence which would include volunteer signing in sheets Specific detail around the volunteers and how they were engaged. The detail should include named volunteers and their contact information
- Attend quarterly meetings with the contract manager to discuss the quarterly report and request any additional information/provide clarification, if required.
- Attend the Area Council Meeting as requested.
- An end of year report to be submitted (see milestones)
- An end of Project report and lessons learned to be submitted 3 months before the contract end date.

## 6.0 CLIENT RESPONSIBILITIES

The Council will ensure the awarded Provider is made aware of any specific procedures and requirements in relation to Council policy and practice which may be relevant.

The Council will ensure the successful Provider is given a key point of contact for any enquires in relation to the contract.

The Council will share data and intelligence, specific to the service area, with the provider within the constraints of data licencing.

The Council will work with the provider to help the provider understand the community assets within the locality and furnish the provider with contact information for key stakeholders delivering services within the area.

## **7.0 PAYMENTS AND INVOICES**

### **7.1 Payment Terms**

The Council will pay the Provider(s) for work as per the agreement outlined in **Appendix Eight – Form of Contract (Terms and Conditions)**.

The successful Tenderer will be expected to sign up to the Premier Supplier Programme (If not already included) and offer a discount, as outlined in **Appendix One – Invitation to Tender**.

### **7.2 Payment Profile**

## **APPENDIX A**

### **North Area Council Annual Review**

**To access the file, please click the link below:**

**<https://www.barnsley.gov.uk/media/2769/north.pdf>**

**Further information about the North Area Council, the work of the Area team and our North Area council – focusing on your local area magazine can be found by following the links below:**

**<https://www.barnsley.gov.uk/media/6228/north-area-council-summer-2017.pdf>**

**Or visit the North Area Team's Facebook page:**

**<https://en-gb.facebook.com/BarnsleyNorthAreaTeam/>**



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# Item 6

## BARNSELY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:

14<sup>th</sup> May 2018

Agenda item: 6

Report of  
North Area Council Manager

### North Area Council – 2017/18 Quarter 4 (January – March 2018)

### Performance Management Cover Report for Commissioned Projects and Stronger Communities Projects

#### Recommendations

It is recommended that:

1. **Members note the contents of the Performance Management Report attached at Appendix 1.**

#### Background

A comprehensive North Area Council Performance Report for the period January to March 2018 (2017/18 Quarter 4) has been produced and is attached, Appendix 1.

#### Performance Management Report (attached at Appendix 1)

**Part A** of the North Council Performance report provides North Council members with an aggregate picture of how all the North Council contracted services contribute to the achievement of each of the North Area Council's agreed outcomes and social value objectives.

The information provided in Part A reflects information gathered from each contract for the period January to March 2018.

#### **Contracted Service Providers:**

- CAB & DIAL – Community Outreach Project
- Twiggs Grounds Maintenance – Creating a cleaner, greener environment in partnership with local people
- Kingdom Security Services Ltd – Environmental Enforcement.

**Part B** provides North Council members with a summary performance management report for each of the contracted services for 2017/18 Quarter 4 (January – March 2017). The report provides RAG ratings plus updated information from all North Area Council Providers, following submission of their quarterly reports and subsequent quarterly contract monitoring/management meetings.

**Part C** provides a summary of performance information from the Strong Communities Grants Projects.

In addition to the information provided in the summary reports, more detailed information is available on request, including at least two case studies with photographs for each contracted service, and some performance data on a ward basis.

Please note there are two start dates for the grant projects this year: April 2017 and October 2017. The projects are grouped in the report based upon their start date.

### **Performance Report –Issues**

Two of the North Area Council contracts continue to perform well. One is over capacity.

In the last quarter the Area Council has expressed dissatisfaction with one of the North Area Council contracts. Issues identified have been challenged by the Area Manager.

Please note that this is the final performance report for the Environmental Enforcement Contract with Kingdom Security Services.

### **Appendices**

**Appendix 1:** North Council Performance Management Report- Quarter 4 2017/18 (January to March 2018).

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**25<sup>th</sup> April 2018**



# **NORTH AREA COUNCIL**

## **Project Performance Report**

**Q4 2017/18 (January –March 2018)**

**April 2018**

# INTRODUCTION

## North Area Council Priorities

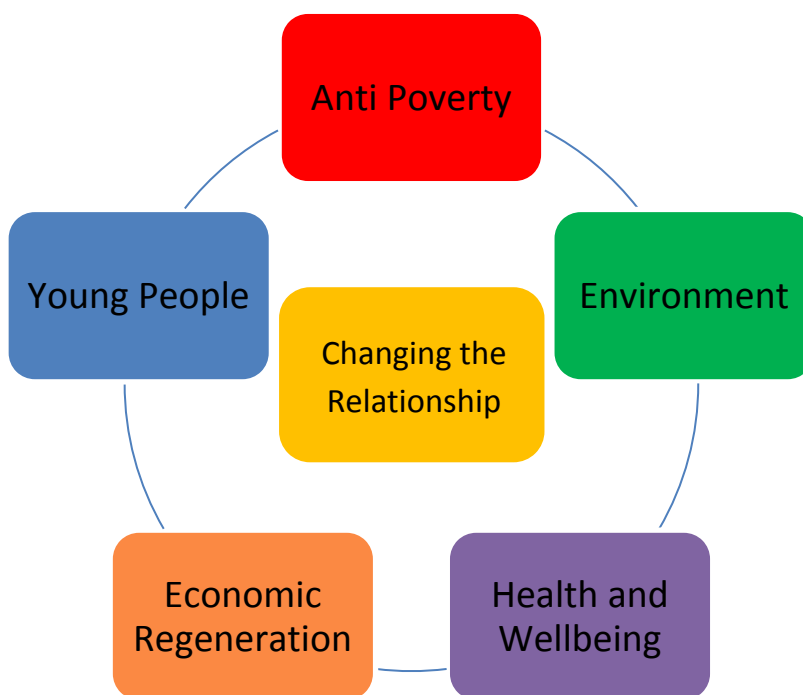


Table 1 below shows the Providers that have now been appointed to deliver a series of services that address the priorities and deliver the outcomes and social value objectives for the North Area Council. A number of projects are still in the development phase.

	Service	Provider	Contract Value/length	Contract start date	Updates
<b>Anti-Poverty</b>	Financial Inclusion Service	CAB & DIAL	£148,120 2 years	14 <sup>th</sup> September 2015	Contract Concluded
<b>Anti-Poverty</b>	Financial Inclusion Service	CAB & DIAL	£190,000 2 years (+1yr)	14 <sup>th</sup> September 2017	Contract Live – Performing well
<b>Young People</b>	Summer Holiday Internship 2014	C&K Careers	£39,410 9 months	April 2014	Contract Concluded
<b>Young People</b>	Summer Holiday Internship 2015	C&K Careers	£45,000 18 months	9 <sup>th</sup> March 2015	Contract Concluded
<b>Young People</b>	Summer Holiday Internship 2016	C&K Careers	£31,550 18 months	1 <sup>st</sup> March 2016	Contract Concluded
<b>Environment</b>	Environmental enforcement	Kingdom Security	£ 54,771 1 year + £81,844 8 months	4 <sup>th</sup> August 2014  August 2015 – March 2016	Contract Concluded

<b>Environment</b>	Environmental enforcement	Kingdom Security	£120,640 per annum (1yr+1yr+1yr)	1 <sup>st</sup> April 2016	Contract conclusion - 31 <sup>st</sup> March 2018
<b>Environment</b>	Clean & Green Community Development	Forge c/o Anvil CIC	£150,192 2 years	14 <sup>th</sup> September 2015	Contract Concluded
<b>Environment</b>	Clean & Green Community Development	Twiggs Grounds Maintenance Ltd	£169,932 2 year (+1 year)	2 <sup>nd</sup> October 2017	Contract Live
<b>Economic Regeneration</b>	Small Business Development Survey	Barnsley Business and Innovation Centre	£2,250 £5,000 - 6months	Aug 2016 April 2017	Survey Biz Surgeries
<b>Health and Wellbeing</b>	Healthy Eating Project	South and West Yorkshire (NHS) Foundation Trust	£98,893 18 months	16 <sup>th</sup> October 2014	Contract Concluded - April 2016

## PART A - OVERVIEW OF PERFORMANCE

3 contracts have formally completed their contract monitoring/contract management reporting for Q4 2016/17. The following tables therefore reflect the overview of performance of **3 live contracts only**. These contracts are:

- Kingdom Security – Contract 2, Year 2 Q4
- Twiggs – Year 1, Q2
- CAB & DIAL Contract 2, Year 1, Q2

### Anti-Poverty

Performance Indicator	Target	Achieved to date
Number of financial / debt settlements negotiated		5
Cases of homelessness prevented		5
Overall benefit gain in £		£281,963

### Young People

Performance Indicator (combined with North East)	Target	Achieved to date
Summer internship to be delivered over summer 2016	90	71%
Development of five year plans tailored to the needs of students who attended	60	95%
Improved confidence about the future	60	74%

N.B. New performance indicators will be developed once the role of young person's participation worker has been defined.

## Environment: Enforcement

Performance Indicator	Target	Achieved to date
Patrol Hours completed	1598	85%
No of litter and dog fouling operations	4	950%
No of litter and dog fouling FPNs issued (this quarter)	N/A	63
No of parking PCNs issued (this quarter)	N/A	58
Payment rate for dog fouling and litter FPNs	N/A	72%
Payment rate for parking PCNs	N/A	-

## Health and Wellbeing

Performance Indicator	Target	Achieved to date
Local residents experienced improved health and wellbeing		86%
Local people feel more able to manage their own affairs		70%

# PART B - SUMMARY PERFORMANCE MANAGEMENT REPORT FOR EACH SERVICE

## Kingdom Security - Quarter 1 report received April 2018

<div>Clean and Green</div> <div>Health and Wellbeing</div> <div>Economic Regeneration</div>		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
	Milestones achieved	●
	Outcome indicator targets met	●
	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

### NARRATIVE UPDATE

The North Area is contracted to 4 x officers, this equates to **1598** hours over quarter, achieved is **1598** hours which is **85%** of the contracted hours. This has been achieved by utilising staff from the Town centre contract to maintain the targeted Minimum of 85%

To date **63** FPN's and (**58** PCN's for parking) have been issued in the area. **61** of these have been for littering offences and **2** for dog fouling offences. Civica shows that to date 72 % of the revenue will be raised from the notices in the North area. Officers spending more time concentrating on The dog fouling element of our work. To date this quarter complaints / operations are on-going and continue to be reported and attended. We have been met with an increase in specific witness information re offenders throwing litter from vehicles. It is believed this is born from the recent change in law. On these occasions armed with a witness statement we offer on the first instance an FPN to allow the individual to discharge their liability rather than have us compile a file for prosecution at court.

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 99% success rate at court. However we are unable to pursue all offenders whom fail to pay due to court space allocated to Barnsley offenders. This is a growing concern.

The Revenue Raised thus far from FPN's (Fouling and Littering) for this quarter is £2500.00p.

As of the 1st April FPNs for littering will be increased to £100.00

**OUTPUT DATA**

NORTH	FPN Litter	FPN Dog Fouling	PCN Parking	total
Jan	32	1	25	58
Feb	24	0	25	49
Mar	5	1	8	14
Total	61	2	58	121

**FPN AND PCN TICKET DISTRIBUTION BY WARD**

NORTH	Darton East		
	Litter	DF	P
Jan	3	0	0
Feb	3	0	2
Mar	0	0	2
Total	6	0	4

NORTH	Darton West		
	Litter	DF	P
Jan	4	0	4
Feb	6	0	3
Mar	1	0	2
Total	11	0	9

NORTH	Old Town		
	Litter	DF	P
Jan	18	0	18
Feb	9	0	20
Mar	2	0	4
Total	29	0	42

NORTH	St Helens		
	Litter	DF	P
Jan	7	1	3
Feb	6	0	0
Mar	2	1	0
Total	15	2	3

# Twiggs Grounds Maintenance - Quarter 1 report received

April 2018

Clean and Green		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
Health and Wellbeing	Milestones achieved	●
	Outcome indicator targets met	●
Changing the Relationship	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

Extract from the providers quarterly narrative report:

Performance Indicator	Yr Target	Q1	Cumulative
Twiggs social action events	12	35	62
Community groups supported	12	11	17
Areas adopted by residents	4	4	4
Volunteers recruited to Twiggs events	48	180	308
Areas of blight targeted	100	51	99
Local business engagement	60	10	23
Restorative justice sessions	4	0	1
Local spend	90%	95%	95%

Hot Spots - The following areas have been identified:

1. Old Town Ward, Honeywell Street – Honeywell
2. Old Town Ward, Honeywell Lane – Honeywell
3. Old Town, West Road Footpath leading to Stocks Lane
4. Darton East Ward, Footpath behind Mapplewell Village Hall
5. Darton East Ward, Birkinshaws Green
6. Darton West, Church Street Shop fronts
7. Darton West Ward, Huddersfield Road from NHS Building up to the bottom of Swithen Hill
8. Darton West Ward, Bence Lane
9. St Helens Ward, Carlton Road/ Carlton Hill
10. St Helens Ward, Lindhurst Road, Athersley North
11. St Helens Ward, Roundhouse Village Green



## Supported Projects – Details for Evidencing

We have had contact and offered support with many existing groups, businesses and schools throughout the North Wards this Quarter.

We not only physically support local existing groups/ businesses, but we also utilise our capabilities with Facebook, Twitter and our contacts, to promote their events and/or information relevant to the wards.

### **Saturday 20<sup>th</sup> January 2018**

Supporting Greenspace

Number of volunteers - 5

Planting trees at Mapplewell Park –  
Darton East Ward



### **Monday 29<sup>th</sup> January 2018**

Supporting McDonalds – Old Town Ward

Number of volunteers - 9

15 bags of litter waste

Litter picking the footpath to the side of the River and trees.



## **Twiggs Led Projects Delivered**

**Wednesday 10<sup>th</sup> January 2018** – Medina Way and the public footpath on Medina Way, Darton West Ward

Activities Included: Litter picking around the trees at the end of the road with a local volunteer. 6 large sacks of litter collected and removed.

Number of Adult Volunteers- 1

Number of Young Volunteers – 0

**Total Number of Volunteers – 1**

Number of New Adult Volunteers – 0

Number of New Young Volunteers – 0

**Total Volunteer Hours - 3**

*Signature/ details obtained for evidencing purposes*



**Tuesday 13<sup>th</sup> February 2018** – Newstead Road – IKIC, St Helens Ward

Activities Included: Laurel pruning with a group of children and Adult supervisor, one large sack of green waste.

Number of Adult Volunteers- 3

Number of Young Volunteers – 0

**Total Number of Volunteers – 3**

Number of New Adult Volunteers – 0

Number of New Young Volunteers – 0

**Total Volunteer Hours - 9**

*Signature/ details obtained for evidencing purposes*



**Wednesday 21<sup>st</sup> February 2018 working with Summer Lane Primary School, Old Town Ward**

Sanding down the benches in the school playground ready for volunteers and the children to paint. **10 children supported and trained** in the best practices for revamping the outdoor furniture.

Number of Adult Volunteers- 0

Number of Young Volunteers – 0

**Total Number of Volunteers – 7**

Number of New Adult Volunteers –

0

Number of New Young Volunteers – 0

**Total Volunteer Hours - 21**

*Signature/ details obtained for evidencing purposes*

**St Mary's C of E Primary School – Thursday 22<sup>nd</sup> February 2018**

Clearing willow and planting bulbs in the school grounds with the garden club, children and 2 teachers



**1. Saturday 10<sup>th</sup> March 2018 – Event with YMCA at Cresswell Allotments, Old Town Ward**

Activities included: Litter picking with the YMCA areas in and around Cresswell

Allotments – collected and removed 24 large sacks of litter

Number of Adult Volunteers- 13

Number of Young Volunteers – 2

**Total Number of Volunteers – 15**

Number of New Adult Volunteers –

13

Number of New Young Volunteers – 0

**Total Volunteer Hours - 45**

*Signature/ details obtained for evidencing purposes*





**Friday 16<sup>th</sup> March 2018 – Event on the footpath next to Moorland Avenue, Staincross, Darton East**

**Activities included:** Our team scraping the moss, litter picked all visible litter and wheel barrowed all the waste onto the van.

Number of Adult Volunteers- 4

Number of Young Volunteers – 0

**Total Number of Volunteers – 4**

Number of New Adult Volunteers –

1

Number of New Young Volunteers – 0

**Total Volunteer Hours - 12**

*Signature/ details obtained for evidencing purposes*



**Saturday 17<sup>th</sup> March 2018 – Harry Road Park**

Supported by Darton West Ward Alliance

Number of volunteers - 6

Activities – Litter Picking the area and reducing the overgrowth, crow lifting the trees and building wildlife habitats with the green waste.



**\*TWIGGS contribution to Public Health Outcomes**

Improving the wider determinants of health	
<b>Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.</b>	
1.04	First time entrants to the youth justice system
1.16	Utilising outdoor space for exercise and health reasons
Health Improvement	
<b>Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities</b>	
2.13	Proportion of physically active and inactive adults
2.23	Self-reported well being

## CAB & DIAL 2 - Quarter 1 report received 2018

<div>Health and Wellbeing</div> <div>Anti Poverty</div> <div>Changing the Relationship</div>		RAG
	Satisfactory quarterly monitoring report and contract management meeting.	●
	Milestones achieved	●
	Outcome indicator targets met	●
	Social value targets met	●
	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

### Extract from the providers project summary report:

During Quarter 2 of this project period the service provided advice to 448 client contacts. As is usual for this project the largest proportion of these have accessed the service for benefit related advice – although many clients have also accessed the service relating to debt, legal and relationship issues.

This quarter we have generated an estimated £650,291 in benefit gains for clients that accessed support through this project and helped to manage £116,776 of debt.

The overall number of out-of-scope clients dropped slightly from 27 last quarter to 24 this quarter, maintaining at 5.5% of total clients.

60% of all contacts received support to complete forms – a total of 268 clients.

### Outreach Sessions

During Quarter 2 of this project period (1<sup>st</sup> January 2018 – 30<sup>th</sup> March 2018) a total of 61 outreaches were run across 13 weeks. This comprises of 49 during standard daylight hours and a further 12 outreaches were held during twilight hours.

During this period Citizens Advice Barnsley delivered 54 advice sessions

10 sessions did not go ahead – 2 due to Bank Holidays, 2 due to sickness, 4 due to annual leave and a further 2 sessions did not go ahead due to snow.

During the same period DIAL delivered 55 advice sessions.

9 sessions did not go ahead – 2 due to Bank Holidays, 2 due to sickness, 4 due to annual leave and 1 due to snow.

### **Case Study 1**

Client attended outreach for help with a claim for Personal Independence Payment after being forced to transfer from Disability Living Allowance. Client is 68 years old in receipt of State Pension. Client has previously received the middle rate of the care component and the lower rate of the mobility component due to chronic conditions which include Lupus and quite severe mental health issues.

DIAL helped the client complete an initial PIP claim which was subsequently refused after failing to score enough points for either daily living or mobility, (previously care and mobility). The client's severe depression and anxiety increased due to the loss of income and they struggled to pay even basic bills.

DIAL helped the client submit a detailed and substantive mandatory reconsideration which was initially refused, (over 80% of mandatory reconsiderations are refused). DIAL assisted with submitting a further appeal based on the original points raised in the reconsideration.

The client received a phone call from PIP advising the appeal had been struck out as DWP had changed the decision without the need for going to appeal. The client was awarded the enhanced rates of both daily living, (£83.10 per week and mobility £58.00 per week), and also qualified for the Severe Disability Premium on top of Pension Credit, (£61.85 per week) for 5 years.

The client has received full entitlement to PIP and now qualifies for extra premiums including Pension Credit all backdated to the original date when the claim was refused. The weekly benefit gain totals £202.65 per week with entitlement to exemption from car tax, help with council tax support and a blue badge.

*"Without advice from Geoff and DIAL, I would not have bothered to challenge the decision as I could not face the stress involved. I became so unwell after the refusal that I felt that no one understood how my conditions affected me. Thankfully DIAL run advice sessions in my local area and I was able to receive the support I needed to not only win my case but to increase my weekly income."*

- Increase in weekly income.
- Money to pay basic needs and to pay for outside carers.
- Reduced stress and anxiety.
- Increased security as I can now pay my bills.

### **Case Study 2**

Client attended Mapplewell outreach with their 17 year old sibling. The client's mother had died last week and the sibling that lived with her wanted to know what the succession rights in relation to the property were.

The client, partner and two children currently reside in another Berneslai homes property but are looking to move in with their sibling in the mother's former home.

The mother's property is a Berneslai Homes tenancy which had been held by the client's Mum since 1997. The client's Mum did not get the property under succession rights.

After ringing the NHAS helpline we managed to confirm that as long as no previous succession or assignment has occurred and the tenancy began pre April 2012 the client's sibling should be entitled to succeed, (as a member of the family,) provided they 'resided' with their mum for the twelve months prior to her death.

We also managed to clarify the fact that the client's sibling is 17 years old, and is a minor, will not affect their right to succeed to the tenancy. As long as the relevant conditions are met, the local authority will have no option but to recognise them as a successor. However arrangements would need to be made for the tenancy to be held on trust until they reach the age of 18.

Both the client and their sibling were notified of the possibility of under occupancy following a successions and how it is possible for the council to serve notice and seek possession under the discretionary Ground 15A.

Client was also given information about the possible consequences should they give up their current tenancy to move into the mother's former home with their sibling.

Client was advised that the succession forms should be completed in the name of the sibling as they were the one that had the rights to succession.

The client stated they were relieved that their sibling would not have to face leaving the property they have lived in for their entire life on top of having to deal with the grief with losing their Mum at a young age. Client was incredibly thankful for the service from Citizens Advice.

\*CAB and DIAL's contribution to public health outcomes

### **DIAL and CAB**

Improving the wider determinants of health	
Objective 1: improvements against wider factors which affect health and wellbeing and health inequalities.	
1.09	Sickness absence rate
1.15	Statutory homelessness
Health improvement	
Objective 2: people are helped to live healthy lifestyles, make healthy choices and reduce health inequalities	
2.23	Self-reported well being
Healthcare public health and preventing premature mortality	
Objective 4: Reduce numbers of people living with preventable ill health and people dying prematurely, whilst reducing the gap between communities	
4.13	Health related quality of life for older people
4.15	Excess Winter Deaths





# PART C – COMMUNITY GRANTS SUMMARY

## PERFORMANCE MANAGEMENT REPORT

### APRIL 2017 TO MARCH 2018

SERVICE	PRIORITY	PROJECT TITLE	COST	START	END	REPORTS
Emmanuel Church	Health and Wellbeing	Over 50s Friends	£ 19,984	April 2017	March 2018	Report submitted Jan 18
RVS	Health and Wellbeing	Looking out for older people	£ 19,557	April 2017	March 2018	Report submitted Jan 18
Reds In The Community	Health and Wellbeing	Walking Football	£ 7,062	April 2017	March 2018	Report submitted Jan 18
Reds In The Community	Opportunities for Young People	Premier League Kicks	£ 11,504	April 2017	March 2018	Report submitted Jan 18
YMCA	Opportunities for Young People	Youthwork	£ 6,735	April 2017	March 2018	Report submitted Oct 18

#### Emmanuel – Over Fifty Friends

Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	





#### Project Summary:

**Over Fifty Friends** aims to promote and support the health and wellbeing of older and vulnerable people by the reduction of social isolation and loneliness, through a wide range of activities supported by volunteers of all ages. The range of activities are specifically designed to stimulate the mental capacity of an aging generation. Participants will have the opportunities to develop skills as well as learn new skills, alongside meeting others who are of a similar age with similar interests. This project aims to engage over 200 older people in the activities.

**Performance Summary:** *Awaiting End of Project Report*



## RVS – Looking Out for Older People

Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

### Project Summary:

The project aims to provide Opportunities for Young People by increasing their chances to interact and build relationships with members of other generations, learning new traditional skills and taking part in a range of enrichment activities which may not otherwise have been available to them. The project will help develop Stronger Communities by encouraging intergenerational groups to support one another and ensure that all participants have the opportunity to shape the future of the project by involving them in decision making and developing the work of the project in ways which best support services in their neighbourhoods. Participants will also have the opportunity to access RVS' existing network of luncheon and social clubs. The project aims to work with 200 young people and create 40 new volunteering roles.

### Performance Summary (extract from performance report):

*The Aim is to work within the North area Elderly community to engage in positive activities around sharing & learning new skills in any way suitable.*

We had some success in delivering this programme and we have left a legacy of collaboration between older and younger people which will continue. We have continued to meet the needs of individual socially isolated and vulnerable older people in the North area. The demand for our service has remained throughout the life of the project and towards the end of the funding period has increased substantially by the development of "My Best Life" who have referred a significant number of new clients whose needs we have endeavoured to meet. This partnership will continue to develop throughout 2018/19.

The NCS Students were given a skills list to evaluate the skills they attain within the group and skills they would like to learn with only 2 days planning.





The Team had chosen to deliver the project at Orchard views on Gawber Road and decided to do activities based around Chair aerobics & Healthy living as many were sports students, a young girl wanted to do a craft session as she already knew how to knit through the skill being passed down in her family. The group had discussed about what they wanted to gain from the project which was befriending and learning traditional games from the residents.

Initially the group struggled to engage with the residents, soon learning that the residents were very much in a routine of having their meals and then sleeping in between The NCS

students where the encouraged to engage in conversation with clients and befriend them before getting them to do activities. The younger people were soon building their confidence to just sit and speak to everyone either in small groups or on a 1-1. To start the activities the group decided they wanted to break the ice and played games such as 'beetle drive, card games and get to know you questions,' which the elderly clients led.

The group also engaged in Crafts such as jewellery making, knitting & painting with the elderly. Within the 3 days of delivering the programme, they gained the confidence to deliver group activities and befriend older clients, which most young people out of the group have asked to be in the pool of volunteers for future projects with the Royal Voluntary Service

## Reds In the Community – Walking Football





Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

### Project Summary:

Through the Fit Reds programme, Fit Reds Health Trainers provide participants with information regarding diet, nutrition and healthy lifestyles along with vital one to one support. Fit Reds Physical Activity Coaches engage participants with physical activity suited to their individual needs. Reds in the Community's proposed Walking Football Fit Reds Programme, which will build upon the positive work which the charity has undertaken in the North Area over the past year whilst piloting a brand new programme of activity which combines Walking Football with our successful Fit Reds programme, aims to directly address the issue of inactivity amongst males 55+ in the North Area of Barnsley and promote healthy living. The programme will be available to 30 individuals in the North Area.

**Performance Summary:** *Awaiting end of project report*

## RITC – Premier League Kicks





Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

### Project Summary:

Premier League Kicks programme, offers weekly sports sessions in community time, young people will be doing more sport and physical activity and will develop their sporting skills. Sessions will also support the development of essential life-skills such as teamwork, leadership and communication skills. Through engaging young people with sports participation activities, and of course sporting role models in the form of professional football players, as well as incentives such as match day tickets, Reds in the Community will inspire and motivate the young people we work with to continue leading healthy and active lifestyles. The programme will be available to 50 young people.

**Performance Summary:** *Awaiting End of project report*

## YMCA – YMCA Youthwork

Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

### Project Summary:

The project aims to enable children and young people from the locality to access a range of positive activities as an alternative to risk taking and anti-social behaviour. To sustain a programme of open access, positive activities for children and young people that contribute to improving their health and wellbeing and raising levels of aspiration. Providing safe, local opportunities for children and young people to make positive choices about what they do outside of school hours. The project aims to provide youth work opportunities for 592 young people and create 66 volunteering and peer support opportunities.

### Performance Summary (extract from quarterly report):

The project is providing a flexible programme of activities with 2 weekly, age specific, open access youth club sessions during term time at YMCA Barnsley, along with holiday provision and outreach and engagement activities in the locality area.

The level of participation in this reporting period is positive and reflects the consultation and outreach activity, the weekly youth clubs are well attended and retaining a high level of participants from the North Area.

The programme of activities in this quarter has included:

- Regular consultation and engagement with young people about programme of activities. Discussions around positive and equal relationships (including sexual health) continues to be a regular agenda item. We continue to liaise and signpost to specialist services where need dictates. Discussions about possible trips and visits that resulted in a Junior Youth Club visit to Nova City.
- Opportunities for peer support and youth volunteering. 1 senior member has expressed an interest in becoming a young volunteer and taking on some responsibility. (see case study)
- A girls sport and activity project focussed on personal and social development, enhancing self-esteem, skills development and raising levels of aspiration and achievement. In this quarter participants have been participating in a running programme.
- Senior Youth group programme opportunities around health and wellbeing, belonging, personal safety, self-image, relationships, sexual health, sports, games, arts and crafts. Specific projects: exploring ways in which to increase female

representation within our team of young volunteers and peer educators, methods which are currently being employed and having positive effect. Exploring identity and image. A group of members have been meeting and discussing these issues and are currently building a display to promote an awareness of positive identity and image, irrespective of shape / size / ability / background etc. Exploring political engagement. How change affects us as individuals be it local, regional or global change.

- Junior Youth Group programme opportunities around health and wellbeing, belonging, personal challenge and team development activities building communication and problem solving skills, and a visit to Nova City. Along with the usual programmes of seasonal activities, sports, games, horticulture, arts and crafts.

New members continue to join and this quarter project staff have supported the transition of several older junior members into Y Stay In senior provision. Staff are careful to monitor transition into older provision as jumping from the small pond as a big fish, to a much larger pond where you suddenly become a little fish can be quite traumatic for some. Our coordinated approach has paid dividends in that our new ex junior members, supported by staff and more importantly young volunteers appear to be thriving within 'senior' provision and are making a positive impact and contribution to sessions.

The Y Stay In youth worker is continuing to support a group of young women with their issues around being in the care system and their personal challenges and development. Providing a consistent point of contact and regular support, developing and maintaining relationships, and enabling them to explore and access wider opportunities and additional services.

Youth workers build and maintain consistent positive relationships with participants, engaging with them on a weekly basis listening to and valuing them as individuals and providing ongoing support and referral to other agencies if needed. These regular conversations also enable the youth workers to consult effectively and deliver a proactive needs led programme.

There has been limited outreach and detached activity during this quarter as the planned activity has already been delivered. However in response to the needs and issues identified through this outreach YMCA Barnsley submitted and were successful with a Stronger Communities application to expand and develop the current project in particular with a detached youth work project and as our provision broadens we are confident we can hit the ground running come better weather and lighter nights in this locality as we have extensively reconnoitred and engaged with the wider community.

### **Anonymised Case Study**

Mandy is a member of the Y Stay In (YSI) youth club, she is identified as vulnerable, has been in the care system, has additional needs and is on the autistic spectrum. She finds formal education challenging, often struggles to forge and maintain relationships and becomes frustrated, perhaps even angry sometimes when she cannot read certain situations or understand what is going on around her.

Some staff have known Mandy for a number of years and have supported her in many areas of her life. Through transition from primary to secondary school, with relationship building, transition into adulthood and more.

Mandy requires clear boundaries and a clear support model, YMCA staff also provide external support and liaison with other professionals as part of her 'Team Around The Child' meetings. As part of her condition she has on occasion displayed angry and aggressive behaviour and targeted this verbally to one member of staff in particular, one who has been incredibly supportive towards her for a number of years. Whilst upsetting and undeserved, the member of staff made sure that her door was always open for Mandy, and whilst Mandy made the decision to not attend YSI for a few weeks, she was always welcome back, however there needed to be some discussion about her behaviour and her treatment of staff members.

This quarter has seen Mandy return to YSI. She acknowledged that sometimes her behaviour is unacceptable and realised that targeting one member of staff was unfair. These conversations lead to a wider impact in some ways as staff and young people openly discussed how an individual's behaviour can impact (be it positively or negatively) on someone else's emotional wellbeing.

In recent weeks staff have observed a change in Mandy's behaviour. She has responded positively to requests for help and support in certain sessions and has on her own initiative taken on a role of welcoming and buddying one young woman in particular to YSI. The new member is also in the care system and can display similar traits to Mandy in terms of her emotional wellbeing.

After discussions within the staff team we made the decision to build on Mandy's current positive behaviour and explore the option of trialing some peer support and responsibility within YSI. Whether that be staffing the coffee bar area, encouraging participation in activities with younger members or indeed buddying new members, specifically if Mandy identifies common interests / backgrounds etc.

With careful support Mandy appears to be thriving in this role. We observe her taking initiative and making decisions, for example if there is no one behind the coffee bar and someone needs serving, she no longer asks a member of staff if she should attend, she simply steps up and does it.





Importantly we observe a more confident Mandy despite her daily frustrations at the world around her. She is clearly maturing and appears to have become a calmer young woman. Mandy still has lots going on in her life, she has regular contact with a number of agencies as one would expect with young people in care and with certain specific needs. We hope that she will continue to grow and build positive relationships, build her confidence and achieve her aspiration to become an active Young Volunteer with YMCA Barnsley as she transitions into adulthood.

Jeff Platts – April 2018

## OCTOBER 2017 TO SEPTEMBER 2018

SERVICE	PRIORITY	PROJECT TITLE	COST	START	END	REPORTS
<b>Ad Astra</b>	Changing the Relationship	New Lodge	£ 19,500	October 2017	September 2018	Report submitted Jan 2018
<b>Emmanuel Methodist Church</b>	Health and Wellbeing	Stage Lighting	£ 5,000	October 2017	December 2018	Report submitted Jan 2018
<b>Homestart</b>	Health and Wellbeing	Lifeline Project	£ 19,811	October 2017	September 2018	Report submitted Jan 2018

### Ad Astra Barnsley CIC – New Lodge

Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

#### Project Summary:

The Community Interest Company aims to use their management of New Lodge Community Centre to provide activities to involve a wide range of New Lodge and St Helens residents. These activities aim to provide a variety of volunteering opportunities, health benefits and improve community cohesion.

In addition Ad Astra will continue in its primary aim of raising the aspirations of young people throughout the North Area by providing and involving themselves and their volunteers in a wide range of community activities. These will be Family Fun days, After School Clubs, Peer support and Anti Bullying workshops and events to help improve the local environment.

#### Performance Summary:

Extract from Ad Astra's Quarterly Report -

Our Current programme for New Lodge Community Centre is as follows:

**Mondays**

AM– We run a Coffee Morning with Food Distribution –this is food we have from FareShare. We used to have food brought from that was donated from local supermarkets donated by Sarah Café but unfortunately due to poor health of the individual who brought this donation we don't have as much food to distribute. We are now in talks with TESCO who are willing to donate food, which will support our Monday Morning session.

Afterschool – We have an Afterschool club which was originally going to be a Homework Club but we have found over the last term that there isn't a great deal of Homework set so we are changing this to a straightforward afterschool club with an education slant to it where we can still the young people with literacy and numeracy.

### **Tuesdays**

AM – We have a Toddler Craft Session

PM – We have our Bingo session

Afterschool – We have our 5 – 8 Group

Eve – We have our Youth Club for 8 – 13years

Tuesdays are running well and the numbers for these sessions are growing nicely.

### **Wednesday**

We have Tinky Tots, which is our Pre School Dance and Movement group – this started quietly and has now grown to capacity – we may need to look at adding an additional slot because the children and parents love this session.

### **Thursdays**

AM/PM - Thursday was originally our Coffee Lodge Brunch Club but we have changed the remit of this session, as the numbers were quite low. We now have Thursday mornings is running as a support Café for different agencies/ organisations. The third Thursday is now up and running as our Shared Memories Support Café for families living with Dementia and loneliness and isolation. In May we will start with the first Thursday of the month a Parkinson's Support Café. In June we start with the forth Thursday as a Support Café for parents with SEND children. The final Thursday is yet to be decided.....

Eve – We have an Adult Dance and Fitness class which has picked up very well with 12 regular attendees

During the school holidays in February and March we held very successful sessions for young people and their families. Both from the area and several travelled from outside the area to attend our specialized sessions. We held our usual clean ups and litter picks in the area supported by Twigg's. We held Harry Potter Days and Science and Slime Workshops, which filled up within minutes once advertised. We had to put on additional sessions for each of these activities. We held Cook and Eat sessions where young people and our staff and volunteers prepared food for those who were litter picking and cleaning up the local park.

We joined St Helens Ward Alliance as part of the Great British Clean up and had a few young people dressed as Super Heroes for the event this was followed by a Pie and Pea lunch back at the centre.

*All our Holiday provision activities provided food as part of our continuing commitment to the Feeding Britain Project.*

During our inclement weather we made up over 20 Emergency Supplies Bags and took them out to local residents who were isolated. They contained the basics of Bread butter cheese ham toilet rolls soup beans and pasta they were all mixed and greatly appreciated.

Our programme will be tweaked after the May Spring Bank Holiday – so the next quarter is looking very exciting at the moment



We have on loan from Libraries service a laptop and tablet plus a video camera, which will support our sessions

Social Action and Volunteering - Hours are recorded:

Session delivery (average only - 2.5 hours per session)

Mondays - 2 session with 3 volunteers

Tuesdays – 4 sessions with 10 volunteering throughout the day

Wednesday – 1 session with 1 volunteer

Thursday – 1 session with 5 volunteers

We have had one Individual Supervision this quarter with all volunteers this term = 24 hours

## Emmanuel Methodist Church – Stage Lighting

Satisfactory quarterly monitoring form submitted	●
Project milestones achieved	●
Project indicators / targets met	●
Overall project progress & achievements	●

### Project Summary:





Emmanuel Church hosts a number of concert and performing arts events during the year. The church has been advised by concert users that the lighting in the concert space is not fit for purpose. The grant funding will contribute to larger financial commitment to replace the stage lighting in the main concert area.

### Performance Summary:

The lighting system was replaced on 10<sup>th</sup> November 2017. 5 volunteers have been trained to operate the lights and a new drama group has now been started spurred on by the opportunity to preform productions in The Sanctuary.



## Homestart – Lifeline Project

Satisfactory quarterly monitoring form submitted	
Project milestones achieved	
Project indicators / targets met	
Overall project progress & achievements	

### Project Summary:

Homestart intend to deliver a project to provide unique and proven support to isolated and vulnerable families in north Barnsley, building on the work we have delivered in other areas previously.

Homestart have use a volunteering model to support their delivery and they intend to recruit and specifically train local people on their accredited course to become volunteers and undertake home-visits, where they can provide practical help, emotional support and parenting advice to families who are struggling.

### Performance Summary:

Extract from Homestart's Quarterly Report -

#### Referrals

The project is progressing well, with 4 new referrals received this quarter, 1 from a Social Worker, and 3 from the Health Visiting team. Families are presenting with a range of issues including anxiety and depression, physical health problems, coping with the demands of young children and premature babies. Of the 4 referrals, 2 are in St Helens ward, 1 in Darton East and 1 in Darton West.

One family referred in March have particularly complex needs including former substance misuse, alcohol issues and chronic mental ill health. The 2 children in the family display signs of delayed development and are both on CIN plans. Further information was sought from the Social Worker to ensure that substance misuse and domestic violence mentioned on the referral form was historical and that there are no safety concerns for HS staff and volunteers. Following reassurance from the social worker, we have agreed to take on the family subject to an initial visit and assessment by the coordinator- scheduled for 1<sup>st</sup> May. This illustrates how complex some of the referrals are, and the factors we need to consider before accepting a family for home visiting support. We do not want a volunteer to feel overwhelmed by the issues facing the family, and we recognise that it can be quite daunting to undertake work with a family who are subject to other interventions- there are at least 6 other agencies or professionals involved. If there were any remaining concerns following the initial visit, we would have no hesitation in rejecting the referral.

### Additional Support

During this quarter we have been successful in an application to the Home- Start Family Support Fund for a North Area family whose hoover had broken. With 4 young children who all eat in the living room, we felt this was a priority for them and the application was approved and a hoover delivered by Argos to the family home within a week! We also provided a referral to the clothes bank at Kendray for a family struggling to make ends meet. During the visit, the Church identified that they needed more specific help with school uniforms and winter coats for both mum and her 5 year old child- they applied on her behalf and a grant of £70 was awarded for this purpose.

### **Case Study 2: HS Ref: 2991- Simon and David \*names changed**

This family were referred to us by a Family Support Worker working with the 10 year old child in school. The family consists of dad and step mum, both of whom were identified as having learning disability and chronic health needs including ongoing anxiety issues leading to a reluctance to leave the home. The referrer felt that a volunteer could help with support to access services as appointments are frequently missed, but also to model appropriate behaviour for David who is a very active boy keen to access activities outside of the home appropriate for a boy of his age. The family have had interventions from services in the past but it was hoped that the more informal approach of Home-Start would be more effective in achieving positive outcomes.

At the initial visit, I discussed how a volunteer might provide opportunities for the whole family to get outdoors more and access local facilities and services. It was highlighted that the family feel intimidated by Simon's ex- partner who lives nearby and is quite aggressive towards him. Simon expressed a preference for a male volunteer, and we were able to find someone who fit the bill perfectly as he prefers to work with dads. The link visit went really well, with both parties relaxed and sharing similar taste in TV programmes! Following this however, the volunteer contacted me as he was struggling to arrange home visits- Simon would often cancel at very short notice or even not be home at all when the volunteer called round for visits. I contacted the referrer who confirmed that this was a common response from the family- she felt they agreed to interventions but then often failed to engage. I explained that our volunteers are a valuable resource and we will not tolerate repeated failure to engage. She agreed to discuss with family, and I carried out a review visit where I stressed the importance of keeping appointments to Simon. At this point he disclosed that he struggled to trust people but that he did really like the volunteer and didn't want to lose his support.

Since then there has been a number of visits- the volunteer feels that he is starting to gain Simon's trust and has also managed to meet and chat to David on a few occasions. Visits are still cancelled occasionally, but the volunteer is determined to persevere and provide sporting opportunities for David. We have been invited to attend a TAF meeting at school for David on 3<sup>rd</sup> May so we will be able to keep in touch with the family and other professionals.

# Item 7

## BARNSELY METROPOLITAN BOROUGH COUNCIL

**North Area Council:  
14<sup>th</sup> May 2018**

**Agenda Item: 7**

**Report of the  
North Area Council Manager**

### **Devolved Ward Budget and Ward Alliance Funds**

#### **1. Purpose of Report**

- 1.1 This report updates the North Area Council on financial position the Ward Alliance budget for each ward for the 2017/18 period.

#### **2. Recommendation**

**That each Ward in the North Area Council area prioritises the efficient expenditure of the Ward Alliance Funds 2017/18, in line with the guidance on spend.**

#### **3.0 Introduction**

- 3.1 As part of the decisions made by the Council's Cabinet in 2013 each Ward was allocated an annual Ward Alliance Fund of £10,000. In addition the Area Council has devolved £10,000 for the financial year 2017/18.
- 3.2 All funding decisions must meet with Ward Alliance approval and be allocated with in accordance with the ward Alliance Finding 2016/17 – Briefing Note. This requires half of the fund to be allocate to projects where there is match funding.
- 3.3 In considering projects for the use of the Devolved Ward Budget, Members will need to be satisfied that:
- it meets a recognised need for the Ward,
  - it is in the wider public interest (i.e. the whole community can potentially benefit),
  - it represents value for money.

#### **4.0 2017/18 Financial Position**

- 4.1 The carry-forward of remaining balances of the 2016/17 Ward Alliance Fund was added to the 2017/18 Allocation, to be managed as a single budget with the conditions of the ward alliance budget allocation.
- 4.2 All decisions on the use of this funding need to be approved through the Ward Alliance.
- 4.3 Budget allocations for 2018/19

Ward	Base Allocation	Carried forward from 2016/17	Devolved from Area Council	Total available
Darton East	£10,000	£2,785	£10,000	£22,785
Darton West	£10,000	£4,060	£10,000	£24,060
Old Town	£10,000	£7,000	-	£17,000
St Helen's	£10,000	£1,904.37	£10,000	£21,904.37

4.4 Please refer to Appendix 1 for a full breakdown.

## **5.0 Challenges and Opportunities**

- 5.1 Due to the current budget position Old Town Ward is not eligible for devolved funding from the Area Council during 2018/19.
- 5.2 All wards should take an opportunity to consult on their ward plan early during the financial year 2018/19 (during the first quarter is recommended). This will help the Ward Alliances to review the existing plans, reaffirm their ward priorities and plan projects and initiatives that will address the ward centric priorities.
- 5.3 Any projects requiring a long lead in time will require the involvement of the Area Team as early as possible.
- 5.4 Proactive promotion of the Ward Alliance Fund to local not for profit groups and organisations is highly recommended to ensure efficient expenditure over the financial year.

Officer Contact:  
Rosie Adams

Tel. No:  
01226 773583

Date:  
1<sup>st</sup> May 2018

## **Appendix 1:**

### **DARTON EAST WARD ALLIANCE**

For the 2018/19 financial year the Ward Alliance have the following available budget.

£10,000	base allocation
£2,785	carried forward from 2017/18
£10,000	devolved from Area Council
<b>£22,785</b>	<b>total available funding</b>

<b>Project</b>	<b>Allocation</b>	<b>Match funding element of allocation</b>	<b>Non Match funding allocation remaining</b>	<b>Allocation Remaining  £22,785</b>
			<b>£11,392</b>	
DEWA - Working budget	£600.00	£0	£10,792	£22,185.00
DEWA - x 31 Hanging Baskets	£2,000.00	£0	£8,792	£20,185.00
M&SGRG - bedding plants for Mapplewell War Memorial	£220.00	£220	£8,792	<b>£19,965.00</b>

### DARTON WEST WARD ALLIANCE

For the 2018/19 financial year the Ward Alliance have the following available budget.

£10,000      base allocation  
£4,060      carried forward from 2017/18  
£10,000      devolved from Area Council  
**£24,060      total available funding**

To date, nothing has been committed against the 2018/19 budget.

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining £12,030	Allocation Remaining £24,060
DWA - TDY Working budget	£2,000.00	£0	£10,030.00	<b>£22,060.00</b>
DWA - Hanging baskets	£3,500.00	£0	£6,530.00	<b>£18,560.00</b>
Darton Voice - Darton Park Graffiti project	£1,750.00	£1,750.00	£6,530.00	<b>£16,810.00</b>
St Thomas Church - improvements to Community Centre	£940.00	£940.00	£6,530.00	<b>£15,870.00</b>

### OLD TOWN WARD ALLIANCE

For the 2018/19 financial year the Ward Alliance have the following available budget.

£10,000      base allocation  
£7,000      carried forward from 2017/18  
£0      devolved from Area Council  
**£17,000      total available funding**

To date, nothing has been committed against the 2018/19 budget.

### ST HELENS WARD ALLIANCE

For the 2018/19 financial year the Ward Alliance have the following available budget.

£10,000      base allocation  
£1,904.37      carried forward from 2017/18  
£10,000      devolved from Area Council  
**£21,904.37      total available funding**

To date, nothing has been committed against the 2018/19 budget.



# Item 8

## BARNSELY METROPOLITAN BOROUGH COUNCIL

**North Area Council Meeting:  
Monday 14<sup>th</sup> May 2018**

**Agenda Item: 8**

**Report of North Area Council  
Manager**

### **North Area Ward Alliance Notes**

#### **1. Purpose of Report**

- 1.1 This report appraises the North Area Council of the progress made by each Ward in relation Ward Alliance implementation.

#### **2. Recommendation**

- 2.1 That the North Area Council receives an update on the progress of the Darton East, Darton West, Old Town and St Helens Ward Alliances for information purposes. Members are reminded of requirement for Ward Alliance minutes to be received by the Area Council.

#### **3.0 Introduction**

- 3.1 This report is set within the context of decisions made on the way the Council is structured to conduct business at Area, Ward and Neighbourhood levels (Cab21.11.2012/6), Devolved Budget arrangements (Cab16.1.2013/10.3), Officer Support (Cab13.2.2013/9) and Communities and Area Governance Documentation (Cab.8.5.2013/7.1). This report is submitted on that basis.

#### **4.0 Ward Alliance Meetings**

- 4.1 This report includes all notes of North Area Ward Alliances, received by the North Area Team, that were held during March and April 2018, plus St Helen's notes from January and February.

Appendices:

Darton East Ward Alliance Meeting:	Appendix One
Darton West Ward Alliance Meeting:	Appendix Two
Old Town Ward Alliance Meeting:	Appendix Three
St Helens Alliance Meeting:	Appendix Four

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

**Officer Contact:  
Rosie Adams  
2018**

**Tel. No:  
01226 773583**

**Date:  
25<sup>th</sup> April 2018**

## **Appendix One:**

### **Darton East Ward Alliance**

#### **'CAN DO-WILL DO'**

13 th March – 6 PM

Mapplewell & Staincross

Village Hall

#### **Present:**

Cllr Gail Charlesworth Darton East Ward Councillor

Rebecca Battye North Area Team

Nick Hibberd Mapplewell Village Hall Manager

David Oates Local Business Man

Paul Marsh Local Business Man

Pauline Brook Methodist Church

Jonathan Senior Greenworks

Julian Senior Greenworks

Helen Altun Minutes

#### **1. Apologies:**

David Hilton

Cllr Roy Miller Darton East Ward Councillor

Cllr Harry Spence Darton East Ward Councillor

Jonathan Harrison Local Business Man

#### **2. Minutes from previous meeting.**

Ok.

#### **3. Matters Arising**

None

#### **4. Financial Update**

Rebecca explained waf supported projects have £2180.56 remaining and waf not requiring match funding have £315.04 left. This is the end of the financial year.

#### **5. Declarations of Interest.**

None

#### **6. Applications for funding**

No applications were received. Due to the meeting not being quorate, we were unable to discuss and make a decision on hanging baskets for 2018. Rebecca will send an email round to the Ward Alliance regarding hanging baskets for 2018.

## **7. AOB**

Rebecca explained the area ward plan needed to be looked at in April.

Paul Marsh explained that the Coalfield's festival would be held at Woolley Cricket Club on 14/07/18 with money raised for Barnsley Hospice. There will be 2500 tickets available for the event. A public meeting was held last Friday. No one came to the meeting. Another meeting is planned for this Friday 16/03/18. The meeting was advertised in the arrow and anyone with objections/concerns/ideas for the festival were asked to attend the meeting. The event is for over 18's only unless a parent or carer is present. Last year 4500 tickets were sold and 7 complaints were received in total.

Paul Marsh also explained DJ Allen Builder's have gone into receivership.

Paul Marsh explained he had spoken to the Talbot Inn and they would be willing to offer volunteers in the village a 10% discount. He also said he thought Mezzaluna would also match this offer.

It was raised in the meeting regarding congestion in the village. John Foster and the Talbot inn are having trouble with the congestion.

It was raised in the meeting regarding the village development by Harworth Estates. In a previous meeting it mentioned work may start in January 2018 but no work as been started. Previous to that it was agreed it would start in August 17.

Football cages were also raised and it needs to be raised again at the area ward plan meeting.

## **8. Time and Date of next meeting 6pm – Tuesday 10<sup>th</sup> April**

## **Darton East Ward Alliance**

### **'CAN DO-WILL DO'**

10<sup>th</sup> April 2018 – 6 PM

Mapplewell & Staincross

Village Hall

#### **Present:**

Cllr Roy Miller Darton East Ward Councillor

Cllr Harry Spence Darton East Ward Councillor

David Hilton

Jonathan Harrison Local Business Man

Rebecca Battye North Area Team

Nick Hibberd Mapplewell Village Hall Manager

Paul Marsh Local Business Man

Pauline Brook Methodist Church

Helen Altun Minutes

#### **Apologies:**

Cllr Gail Charlesworth Darton East Ward Councillor

David Oates Local Business Man

Jonathan Senior Greenworks

Julian Senior Greenworks

#### **2. Minutes from previous meeting.**

Approved. Paul Marsh wanted to add that no one turned up for the second meeting regarding the coalfields festival.

#### **3. Matters Arising**

None

#### **4. Financial Update**

Rebecca explained the total budget available was £22,745.00

#### **5. Declarations of Interest.**

David Hilton

#### **6. Applications for funding**

Bedding plants for the war memorial £220 – agreed.

Rebecca confirmed the budget for the hanging baskets had been agreed with all members via email.

Room hire for the ward alliance - £600 agreed.

Councillor Roy Miller asked for an email to be sent to Greenspace for all everything they have completed and all the hard work they have provided.

## **7. Area Ward Plan**

Councillor Roy Miller explained he would like to do more on litter and dog fouling in the area. He explained he had requested stickers which will be put out around the ward for this problem.

Councillor Roy Miller also explained the improvements to the village are to be completed this year during the summer holidays. Jonathan Harrison explained improvements had been made outside of his shop Pet Bay to stop people parking at the front, but explained he had looked at the improvements to be made to the village and he did not want bollards putting outside of his shop. Jonathan explained the main problem with parking outside of shops was at Ricco's and Pacchino's. It was raised regarding the bins in the village overflowing with rubbish and a lot of it seems to be takeaway rubbish. A letter is being sent out to the takeaways to explain to them not to use the public bins for their rubbish.

Councillor Roy Miller also explained he would like to organise a volunteer's event which he would like to hold at Mapplewell Village Hall as soon as possible.

It was raised under crime and safety the lack of policing in the area. Councillors Miller and Spence explained it had been raised regarding the lack of police in the area.

Councillor Spence explained the bins had been reviewed and he will make sure they are all in the right location in the village.

Helen Altun asked where the grit bins were located in the area and Councillor Harry Spence agreed a list could be brought to the next meeting. If grit is needed it can be requested online or by phone. The council will grit the primary routes first, then the secondary routes then special areas.

Helen Altun also raised more needed to be done for the children in the village and said a lot of attention is focused on the elderly. Helen Altun rose whether a disco could be held once a month at the village hall or more facilities in the park area. Councillor Roy Miller asked for youth services to be invited to a meeting to see what options we have for children in the area.

Paul Marsh explained his land could be used for some children's activities if needed.

Nick Hibberd asked whether the community could look at the area plan once a month and they could contribute ideas to the area.

Nick Hibberd also asked why the village hall was no longer used for the council meetings with the public. Councillor Roy Miller explained more people came to the other meetings held in the churches in Mapplewell.

Nick Hibberd explained he would be willing to rent the room at no charge so the council meetings were also held in the Village Hall. Councillor Roy Miller explained they would set up the meetings again at the village hall.

Rebecca Battye asked if we would like twiggs to come to another meeting. 75% of twigs work needs volunteers and 25% of the work in the community can be done by Twiggs.

Jonathan Harrison raised not enough advertising was being completed by Twiggs to promote their volunteering and work. Jonathan explained he sees Greenspace in the area but not Twiggs. Twiggs are to be invited to another meeting.

Councillor Harry Spence explained the notice board was moving from the Police Station to the co-op now the police station had been sold.

Councillor Harry Spence also said the Christmas tree was to be relocated the Christmas tree to the Co-op. Also a new post box will be located at the Co-op Mapplewell.

Councillor Harry Spence also explained hanging baskets would be nice outside the shops in the village. Harry will have a walk round the shops this year.

Jonathan Harrison asked if the village could have Christmas lights put up. Councillor Roy Miller explained this had already been looked into and was very expensive but if the shops wanted to fund it themselves this was fine.

Councillor Harry Spence explained he will be doing an open day at the allotments in June or July. Harry asked Paul Marsh if he could bring a jcb up to help at the allotments. Harry will be inviting people to attend and people will receive a vegetable box which will be sponsored by Asda.

Councillor Harry Spence also confirmed they had been offered a 20ft container for free but the only place it could go was outside of the allotments. Parks have said this is not allowed. They have also had a reply from assets, who have said they would allow a container inside or outside the allotment, but it would need planning permission, it must be maintained and painted in a certain colour. Harry will speak to Jonathan and Julian Senior to see if the container is still available but it is on hold at the moment while Harry gets more information on the container and planning permission.

David Hilton explained his wife had asked what happens at the Ward Alliance meeting and if it was communicated. Rebecca explained a Facebook page was set up but needs expanding. A volunteer is needed to expand the Facebook group and post more on Facebook for the Darton East Ward Alliance.

**8. Time and Date of next meeting**  
**Tuesday 08/05/18.**

## **Appendix Two:**

### **Darton West Ward Alliance.**

#### **Notes of Meeting on 5<sup>th</sup> March 2018, 5.00 pm at the Darton Centre.**

**Attendees:** Cllr Alice Cave ( Chair) , Cllr Sharon Howard, Cllr Linda Burgess, Jason Gardener, Ann Plant, Richard Haigh. North Area Team: Rebecca Battye.

#### **1. Welcome and Apologies.**

Cllr Alice Cave welcomed everyone. Apologies were received from Louise Oxley and Dominic McCall.

#### **2. Notes of Meeting 5<sup>th</sup> February 2018.**

##### *ACTION POINTS.*

*Ann and Louise to contact local business at Barugh Green for possible Christmas lights sponsorship.*

*Richard to identify poster sites across Gawber.*

*Ann to look identify poster sites for Darton.*

*Rebecca to check out BMBC protocols for Twitter and social media.*

#### **3.WAF update.**

A. Budget update was discussed and noted.

B. WAF applications for Gawber Church Community Hall and a Darton Park project were discussed and decisions were deferred to the April meeting

#### **4 / 5. Ward Alliance Action Plan 2017/ 2018 and priorities for 2018/19.**

A review of ward issues for further development and action was undertaken and the priorities for 2018/19 were identified

##### *ACTION POINTS*

*Rebecca to collate the notes ready for the April meeting and agreement of the 2018/19 Action Plan*

*Dominic to update Ward Action Plan for 2017/18*

#### **6. Sponsored Hanging Baskets.**

Some sponsorship requests had been received and it was agreed to fund the hanging baskets as provided last year less those sponsored.

##### *ACTION POINT*

*Rebecca to order hanging baskets.*

*All members to continue to promote the sponsorship scheme.*

*Rebecca to provide posters for sponsorship of hanging baskets ready for distribution*

*Ann to distribute posters to Darton shops.*

*Richard to distribute to Gawber and Kexbrough shops.*

*Sharon to distribute to Barugh Green shops.*

#### **7. Tour de Yorkshire.**

Working group of Alice, Linda, Sharon, Tom, Dominic, Richard and Rebecca. to meet on MONDAY, 19<sup>TH</sup> MARCH 2018, AT 5.00 PM AT BARNSELY TOWN HALL.

### *ACTION POINT*

*Sharon and Dominic to meet Paul Castle and Stephen Miller re Redbrook roundabout*

### **8. North Area Council.**

BMBC's review of litter bin sites was discussed and it was agreed to consider the ward sites in a working group

#### *Action points*

*Alice, Linda and Richard, to meet on 22<sup>nd</sup> March, 4 pm at the Darton Centre*

*All members to feed any information on site improvements to the working group*

*Dominic to email map of locational sites of litter bins to Rebecca.*

### **9. Darton West Ward Stars Event.**

Cllr Sharon Howard gave an update

Start time 5.45pm Friday , 9<sup>th</sup> March 2018 at the Town Hall.

### **10. Darton Project**

Cllr Linda Burgess gave an update

Next Steering Group meeting Thursday, 22<sup>nd</sup> March, 2018, 6.00 pm at the Darton Centre.

### **11. Communications**

Nothing to report.

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

Richard gave information re unveiling of first Heritage Board of the Gawber History Trail on Friday, 16<sup>th</sup> March at 11 am at Wood View

Ann raised the issue of the seating bench in Darton .

#### *ACTION POINTS*

*Rebecca to check on progress to site the bench*

*Cllrs to clarify the progress being made on the Dearne Hall Rd housing development*

### **Date and time of next meeting.**

**MONDAY, APRIL 9<sup>TH</sup> 2018 at 5.00 pm at the Darton Centre.**



## **Darton West Ward Alliance.**

### **Notes of Meeting on 9<sup>th</sup> April 2018, at the Darton Centre.**

**Attendees;** Cllr Linda Burgess (Chair), Cllr Sharon Howard, Jason Gardener, Richard Haigh.

#### **1.Welcome and Apologies.**

Cllr Linda Burgess welcomed everyone. Apologies were received from Cllr Alice Cave, Ann Plant, Louise Oxley.

#### **2.Notes of meeting 5<sup>th</sup> March 2018.**

##### *ACTION POINTS:*

*Ann and Louise to contact local business at Barugh Green for possible Christmas lights sponsorship.*

#### **3. WAF update.**

A. 2018/19 budget was discussed and noted.

*ACTION POINT: Rebecca to update any carry forward for 2018/ 19*

B.WAF applications.

A special meeting of a quorate group to be arranged to discuss WAF applications.

#### **4. Ward Alliance Plan 2017/18.**

This item to be carried forward to the next WA Meeting.

#### **5. Ward Alliance Plan priorities and action plan for 2018/19.**

This item to be carried forward to the next WA Meeting.

#### **6. Sponsored hanging baskets.**

Sponsorship requests have been received for 12 baskets. 40 baskets in total will be provided across the Ward.

#### **7. Tour de Yorkshire.**

After discussion the following action points were agreed:

##### *ACTION POINTS.*

*Linda to email Paul Castle and copy in Matt Mitchell to ask for weeding of the Redbrook roundabout.*

*Sharon to email Jason re road closures on the day.*

*Jason to contact Barugh Green School for use by College learners on May 4th*

*Jason to clarify if bunting will be available for parts of Barugh Green Road.*

*Linda to drop off leaflets at Barugh Green.*

*Richard to drop off leaflets at Redbrook.*

#### **8. North Area Council updates including litter bin and green space reviews.**

Linda and Richard gave an update on the review findings.

#### **9.Review of Darton West Ward Stars Event.**

The event was discussed and agreed to be successful.

*ACTION POINT: Next WA meeting to identify any nominations for Proud of Barnsley Awards.*

#### **10. BMBC Darton Centre Project.**

Funding for the car park and the masterplan for the Park had been agreed.

#### **11. Communications.**

##### *ACTION POINTS:*

*Next meeting to discuss GDPR and the Neighbourhood Network.*

*Ann to identify poster sites across Darton.*

*Rebecca to check out BMBC protocols for twitter and social media.*

*Richard to keep list of poster sites across ward.*

#### **12. AOB**

An update on the housing development at Low Barugh was discussed.

The recruitment of new WA members was discussed.

### **Next Meeting of the Darton West Ward Alliance.**

**Wednesday, 23<sup>rd</sup> May 2018 , 5.00 pm at the Darton Centre**

## Appendix Three:

Old Town Ward Alliance Meeting  
Wednesday 7<sup>th</sup> March 2018

### Present

Cllr Dave Leech (Chair) Cllr Liz Grundy

BMC Ref: Lee Swift

Community Reps: John Love Sheila Lowe Luke Holmes Michelle Cooper

### Apologies

Fr Craig Tomlinson Rev Cameron Stirk Dorothy Hayes Bill Gaunt Kirsty Summerfield

### Hospital Update

- Mike Lees from Barnsley Hospital came into the meeting to give a quick update on the car-parking situation both in and around the hospital.
- The hospital is currently updating all policies Parking equipment and the procedures for safe parking – all new procedures hoping to be in place by Summer 2018. More spaces are hopefully going to be available.
- The NHS Magazine reminds staff to park considerably in the local area as this often causes congestion.
- John Love asked Mike if they would reconsider Park and Ride scheme – the hospital is looking at incentives to help with parking and Mike informed the group that 80% of the staff lived within 3 miles of the hospital. He is open to any suggestions for practical solutions to the parking issues.
- Mike also spoke about their Drone and its surveillance camera. He offered to speak to any local group about security issues he may be able to help them with.

### Matters Arising

- Bill Gaunt clarified the points in the minutes from the previous meeting via email.
- Bill wanted to ensure his original point of view was included that ‘naming’ Councillors had not been done previously on the newsletter and naming Cllr Liz Grundy would cause a precedent and in future all Cllrs could arrange to get their names included in the text and by implication his concern was that the Newsletter would be reduced to being a propaganda sheet.
- It was suggested by Cllr Leech (Chair) that the article be attributed to the “Ward Alliance and The Emanuel Church.
- Several discussions took place after the last meeting and it has now been agreed that the article will read – By Liz and Dawn
- Bill has subsequently relinquished his position of Editor for the Newsletter and Lee has agreed to follow this up with both Bill and John Love.

#### Action Lee

- John Love also questioned the minutes of the last meeting – On the TRO section of the minutes John said that he had more than ‘concerns’ over the situation – specifically the ineffectiveness of the officers who reported to our meeting regarding the TRO situation which has still not been sorted.  
*Once these two issues were dealt with the minutes were accepted.*

## **Ward Plan**

- Lee reported on the Ward Plan and all members looked at the current plan for 2017/18 as well as the research from the Website
- The group briefly discussed specific areas of the plan and it was agreed that Lee sends out a new plan with the mentioned issues attached and all members would respond to Lee ASAP with any ideas they may have to be included in the new plan for 2018/19
- Lee will bring the new plan to our next meeting in April

### **Action Lee**

Following on from the Ward Plan discussions we spoke about Ward Alliances in the borough.

- John Love spoke about membership to the WA and how we can increase the membership.
- We spoke about the age range on our Ward Alliance and about how we should have the views of young people.
- We spoke about how we can promote the WA and the work we do.
- We spoke about the application process and how new members are selected and the induction package which should follow this or even come before the application process and as to whether the WA members should be part of this process instead of just the three elected members as this would be more democratic.
- It was suggested that each member bring along a 'guest/proposed member' to a WA meeting
- Lee is going to check this suggestion out. – **Action Lee**
- We were informed that Guidance on how a WA should operate is currently being looked at within the council.

## **Tour de Yorkshire**

- 2.30pm Men's Race will start from Barugh Green Roundabout
- There will be a briefing at the Town Hall at 2pm
- The riders will come along Huddersfield Road down to the starting line

## **Air Pollution Pogmoor Road/Summer Lane**

- John Love reported that there had been surveys done prior to the Hospital Car Park (Top of Summer Lane) opening and one after this was complete and both were well within the required limits

## **Youth Provision**

- Cllr Cherryholme was not at the meeting so no further information was available

## **Love Where You Live**

- The recent snow put a halt to majority of the pre-organised events – some have been rearranged over the next couple of weeks.
- Luke Holmes reported that the Fleets clean up had been very successful and a few local residents turned up to help with the clean up 52 bags were

collected which along with the additional 'rubbish' filled two cages of the lorries from Twiggs

- Lee has been in touch with Berneslai Homes about some land off Rockingham Street, which Twiggs are very keen to develop a community-growing plot with local residents.

### **Ward Alliance Applications**

- Brettas Park – this application is now complete

### **Fourth Coming Events**

- 4<sup>th</sup> May - Tour De Yorkshire
- An event coordinated by Ad Astra will run in Wilthopre Park 12pm till 4pm
- June is Love Where You Live Month celebrating volunteers in Barnsley
- 14<sup>th</sup> July will be The Mayors Parade

### **Any Other Business**

- John Love invited members to the unveiling of a Blue Plaque at 82 Castlereigh Street Barnsley on 18<sup>th</sup> March 2018 at 11am then back to Johns home for kosher refreshments.

**DATE OF THE NEXT MEETING WILL BE WEDNESDAY 11TH APRIL 2018  
7PM IN THE EDITH PERRY ROOM AT BARNSELY HOSPITAL**

**Old Town Ward Alliance  
Meeting – 11<sup>th</sup> April 2018  
Edith Perry Room Barnsley Hospital**

**Present**

Cllr Grundy (Chair)

BMC Rep – Lee Swift

Community Reps – Bill Gaunt – John Love – Sheila Lowe – Rev Cameron Stirk –  
Dorothy Hayes – Michelle Cooper

**Apologies**

Cllr Dave Leech - Kirsty Summerfield – Fr Craig Tomlinson – Luke Holmes

Dorothy Hayes requested that she get a hard copy of the minutes each month.

Liz worked through the minutes page by page and the group Accepted the minutes as a true copy

- Bill asked about the Community Growing Plot in Honeywell and Lee informed him that there had been a lot of interest from local residents and he had been in touch with Berneslai Homes who own the plot of land and he was awaiting a reply from them.
- John reported that the unveiling of the Blue plaque discussed in the last meeting had to be postponed due to wintry conditions.

**Matters Arising**

- **Old Town News**
  - Lee reported back to the meeting about the current status of the Newsletter and asked how are we going to move forward with this project?
  - Michelle to write a small article about the Tour De Yorkshire event in our area.
  - Michelle will take a photo of some of the bulbs now in bloom that Ad Astra planted last year for the Newsletter
  - Bill will finish putting the paper to bed and arrange printing.
  - Bill and John will distribute the Newsletter and include a leaflet about membership to the Ward Alliance
    - **ACTIONS BY BILL JOHN MICHELLE AND LEE**
- **Invited Guests**
  - Lee reported back to the group that he had confirmation that this could happen. It was agreed that one person could visit each meeting.
  - This was discussed by the group who asked if we could have a maximum of two guests per meeting – Lee is going to get confirmation and report back to the next meeting.
- **Tour De Yorkshire**
  - Lee and Michelle reported about the plans for an event at Wilthorpe Park on 4<sup>th</sup> May – final details will follow once everything is confirmed.
- **Youth Provision**
  - There was no update from Cllr Cherryholme in regards to the progress of gathering quotes for a bid to do detached work at key points in the ward.
  - Michelle reported to the group that Ad Astra had been awarded North Area Council funding and as part of that funding a small amount of detached work would be done in the area as well as two afterschool clubs at St Pauls
  - Bill spoke about the areas that young people are congregating and Michelle clarified the areas that would be covered doing the detached work.

- **Love Where You Live**
  - June is Volunteers month
  - 14<sup>th</sup> July is the Mayors Parade and this years theme is Volunteering
  - Lee spoke about the plans for the Mayors Parade and asked the group to support the event by becoming part of the “Army of Volunteers” who will be dressing in specially designed T Shirts for the event.
- **Ward Alliance Applications**
  - There were no applications this month
  - Lee reported the funds available for this current year - £23,000.90
  - Lee gave an explanation of the funding streams and explained that the £6000 from the TRO had been included in these figures
  - All members had disgruntled views about the funding we missed out on and expressed their concerns.
  - 2018/19 needs to be a fresh start with positive outcomes and we need to move forward and hopefully get many more new groups to apply for funding.
- **Ward Plan**
  - Lee discussed the Ward Plan with everyone and we worked through the initial Aims – Objectives and outcomes.
  - We did not allocate all lead members for each area.
  - Michelle agreed to be lead member for the work around Our Ward becoming a Dementia Friendly Ward and will bring initial plans to the next meeting.
  - We will complete the Aims Objectives and Outcomes at the next meeting and allocate lead members
  - The Ward Plan is a declaration of how we intend to work with others to make the Ward a better place to live. For this to truly work, we need a team approach, and therefore we’re asking for a shared commitment from all members of the Ward Alliance to delivering the plan.
  - It was agreed that people need to read the plan carefully before the next meeting and note which of the aims and tasks they feel their skills and resources could help deliver.
  - In the spirit of commitment to the plan, those who do not attend the next meeting, but who are still interested in being on the Ward Alliance will have their names allocated to an area of the plan by default.
  - 
  - **ACTION for Everyone – Look at the Ward Plan and come back to the next meeting with your ideas of which area you would like to take lead on.**

### **Forth-Coming Events**

- **22<sup>nd</sup> April 2018 – Litter Pick with Twiggs and Old Town Residents Ass.**
- **4<sup>th</sup> May – Tour De Yorkshire Family Day in Wilthorpe Park**
- **21<sup>st</sup> April – First Aid Training - Emanuel Church**

### **Any other business**

As this was the last meeting that Liz would be attending as a Councillor she expressed her thanks to the group for all the work that has been done by the Ward Alliance members during her time as Councillor for Old Town.

The members in attendance all wished Liz the best of wishes for her retirement and thanked her for all her hard work in the ward and her support for the work delivered on behalf of the Ward Alliance.

**Date of the next meeting will be Wednesday 16<sup>th</sup> May 2018  
In the Edith Perry Room at Barnsley Hospital.**

## Appendix Four:



**St. Helen's Ward Alliance  
Minutes of Meeting  
Thursday 18<sup>th</sup> January 2018, 4:00pm, Mansfield Road TARA**

**Present:** Cllr Sarah Tattersall (Chair), Cllr Dave Leech, Cllr Jenny Platts, Rebecca Leech, Lee Swift, Tony Lowe, Clyde Black, Ruth and David Gammon, Neil Wright.

**By Invitation:** Simon Dobby – Head of Health, Safety and Emergency Planning.

**Apologies:** Madge Busby, Kath Bostwick, John Hallows.

**Welcome and Introductions:** Introductions were given from the members of the Ward Alliance for Simon Dobby.

**Simon Dobby:** - Simon introduced himself and explained his role. He told all members that if any help and support was needed then all they had to do was ask. We discussed places within the ward that can be used in the event of flooding. David Gammon had already compiled a spreadsheet that had numbers and addresses on of local businesses that can be used in the event of floods. Simon Dobby was given a copy of this for his records. Simon also stated that the Metrodome can be opened if more space is needed to shelter residents. Some of the ward alliance members reported areas, drains etc within the ward that can become flooded. Simon said he would feed back to highways and get them sorted. Simon also suggested setting up a dedicated phone line that Cllrs and residents could ring to report flooding. This was agreed to be a good idea by the Cllrs and members.

Simon Dobby was thanked for his attendance by the Ward Alliance members.

**Secretary to email a copy of flood resilience sheet with all contact numbers on to Cllr Sarah Tattersall and Ruth and David Gammon.**

**Minutes of the last meeting:**

Cllr Jenny Platts reported that the Feeding Britain event held in London that was attended by Michelle and Rachel from the New Lodge Community Centre went very well and was well represented by Michelle and Rachel. They gave their feedback on the events they ran and spoke about other projects. Thank you's were given to Michelle and Rachel for attending.

**Sloppy slippers:** - Cllr Jenny Platts suggested that we could look at organising an event after April. All information can be emailed out to the relevant community groups once organised. The Ward Alliance members all agreed to this.

**Christmas events:** - It was reported that all the Christmas events were very well attended. Tony Lowe did express his concerns over Santa giving out toothbrushes and toothpaste as presents. The children were not happy with them. It was suggested that the presents from Santa go back to being selection boxes. This was agreed by all the Ward Alliance members.

Cllr Dave Leech thanked all the Ward Alliance members and the North Area team for all their support in making the Christmas events a success.

Ruth Gammon reported on the tombola stalls they ran during the Christmas events. All stalls were very well attended. Ruth and David had previously donated £100 to the Mayors Charity out of petty cash funds as agreed by the Ward Alliance. Ruth read out a thank you letter from the charity thanking the St. Helens Ward Alliance for their donation. Ruth reported there was £188 in petty cash.

Cllr Dave Leech reported on the Tour De Yorkshire. He said there would be two races on the 4<sup>th</sup> May (women's race in the AM and men's in the PM) Timings are still to be confirmed. There is to be a lap of the town hall before the race moves on to Old Town, Cawthorne and Elsecar. There is an event being held at the Metrodome today (18<sup>th</sup> January) to discuss further details.

Clean up's – Lee Swift reported that the Community shop had arranged a clean up on the 4<sup>th</sup> January which was well attended by children as well as adults. They also provided food for after the clean-up. There is another planned for the 16<sup>th</sup> February where all are welcome, and a Chinese buffet will be provided after.

**Funding Applications:** - Lee Swift brought along two funding bids that weren't on the agenda. The first was for £570 for the boundary repair at Standhill Wood. Cllr Sarah Tattersall reported that it was to block access at the edge of Standhill Wood to off road vehicles. The Ward Alliance all agreed and the full £570 was approved.

The second was for £557 for the printing of the "What's on St Helens" activity calendar. Again, this was agreed upon and the full £557 was approved.

Lee Swift also said that the final cut off point for this years funding budget was February so if any more bids came in then we would need to arrange a special meeting to hear the funding bids.

**Events: -**

St Helens Summer Gala. Cllr Sarah Tattersall suggested that we could create a working party to help plan the Gala. It was agreed that the Gala would be held on the Village Green. Before a date can be confirmed Cllr Sarah Tattersall is to speak with the ride, food and entertainment owners to see which dates they are available and report back so a date can be confirmed.

Spring clean: - this will take place between the 2-4<sup>th</sup> March and will be a Superhero theme. Lee Swift will contact schools to try and get the children involved. It was agreed that the St Helens Spring Clean would take place on Saturday 3<sup>rd</sup> March at 10am on the Village Green. Lee will try and sort food out for afterwards.

**Ward Plan:** It was agreed that another meeting needed to be arranged to discuss the ward plan. Lee Swift to arrange.

**Treasurers Report:** Clyde Black reported an up to date balance of £10,990.77 as of the 18<sup>th</sup> January but would update the accounts to show the funding bids that Lee Swift brought to the meeting. Clyde was thanked for his report.

**Secretary's Report:** Nothing to report.

**Forthcoming Projects/Bids:** - Nothing to report



**Any other business:** - The Ward Alliance was made aware that Madge Busby was unwell. It was agreed that a Get-Well card and flowers would be sent to Madge. Ruth and David Gammon volunteered to get the flowers and to deliver them. Thank yous were given to them both for their generosity. Get Well wishes were sent to Madge for a speedy recovery.

The meeting closed at 17.20pm.

**Date and time of next meeting: -**

The next meeting will take place on Thursday 1<sup>st</sup> March 2018 at 4pm at the TARA office, Mansfield Road.



**St. Helen's Ward Alliance  
Minutes of Meeting**

**Thursday 15<sup>th</sup> March 2018, 4:00pm, New Lodge Community Centre**

**Present:** Cllr Jenny Platts (Chair), Cllr Dave Leech, Cllr Sarah Tattersall, Rebecca Leech, Lee Swift, Tony Lowe, Clyde Black, Ruth and David Gammon, Madge Busby, Kath Bostwick, John Hallows, Freda Stenton.

**Apologies:** Neil Wright

**Welcome and Introductions:** Introductions were given from the members of the Ward Alliance. Madge Busby thanked everyone for all their well wishes while she was ill.

**Minutes of the last meeting:**

Cllr Dave Leech reported on the Tour De Yorkshire. He reported that this years Election count will take place on the same day as the Tour De Yorkshire so unfortunately there will be a lot of councillors unable to attend this event.

The rest of the minutes were approved.

**Funding Applications:** - Lee Swift brought along several funding bids and copies of these for the members.

- Secretaries expenses - £125 expenses were approved by the members.
- Hanging baskets: - This application is for £2,282.40 to provide 36 hanging baskets and brackets throughout the St Helens Ward. Cllr Leech gave a presentation on last years hanging baskets and said they were well worth the money. Madge Busby asked if the baskets could stay up longer so the residents could appreciate them longer. Lee Swift is to look into it. The application was approved for the full amount.

- Independence Domestic Abuse Services: - This application is for £400 to purchase safety equipment to help protect individuals in their own home. There were a few concerns regarding this application, not working with other organisations and this group not being linked with community safety programmes. Cllr Platts said they had been commissioned by the council which cleared up any confusion and the application was approved by the members.
- Training for the St Helens Ward – First Aid and Food Safety: - This application is for £2,080 to provide 2 lots of training for community group members from within the St Helens ward. Adult skills will be providing this training in the New Lodge Community Centre. The application was approved for the full amount.
- Environmental Working Budget: - This application is for £1,500 and it is to provide a working budget for the local Clean and Tidy team (Twiggs) to enable them to respond faster to local projects. To hire skips, equipment etc to keep the ward tidy. The application was approved for the full amount.
- Memorial Field Repair Work and Clean-up. This application is for £970 to repair the damaged gates leading onto the Memorial field to stop off road bikers gaining access and to provide an 8 tonne skip to allow Twiggs to clean up rubbish from the area. Cllr Dave Leech explained that the locks on both gates had been damaged and broken by individuals to gain access to the field for off road bikes to go on. He said he had changed the locks but had again been broken off. Members agreed to pay £637 to repair the gates in order to protect the memorial field. The members however did not agree to approve the £270 for the hire of the skip and clean up. There were concerns that Twiggs had submitted two funding bids within the same year which is not allowed within the St Helens Ward Alliance and Twiggs had already submitted a Working budget for these types of situations. It was agreed that £637 would be approved for the repair and forwarded to Russ Bolan but the £270 would be removed from the funding application.
- The last was an application to change the use of a Ward Alliance Grant. The request was to re-allocate £255 from the 3 Christmas events to the St Helens Ward Community Gala. The application was approved by the members.

Lee Swift brought along accounts, which including the above funding applications, showed a projected balance of £8,898.72 remaining by the end of March.

The meeting was then handed over to Lee Swift to discuss the Ward Plan for 2018.

At 17.30 Cllr Jenny Platts and Rebecca Leech gave their apologies as they had to leave for other commitments

The meeting closed at 6pm.

**Date and time of next meeting: -**

The next meeting will take place on Thursday 12<sup>th</sup> April 2018 at 4pm at the TARA office, Mansfield Road.