

MEETING:	Penistone Area Council
DATE:	Thursday, 16 June 2016
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

MINUTES

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

1 **Declarations of pecuniary and non-pecuniary interests**

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

2 **DIAL drop-in sessions**

Nigel Brown from DIAL was invited to give a presentation on the performance of the drop-in sessions held in Penistone.

Members were reminded about DIAL and its work as a user led charitable organisation, first established in 1985.

The outreach sessions started on 7th January, 2016 at Penistone Town Hall, and were held each week. Members heard how 44 residents had now received face to face advice and the projected amount of unclaimed benefits generated through the session was £61,224. For every £1 invested the project had brought £25 in to the area.

It was noted that 90% of residents reported feeling less anxious as a result of using the service, and 100% reported that their health and wellbeing had improved three months after using the service. Members noted how 50% of residents attending the session did not have access to the internet, and many of the claim forms are now electronic. The meeting discussed this figure in some detail and it was agreed that this be disaggregated if possible, in order to ascertain if residents did not have access to the internet due to a lack of infrastructure or lack of skills.

The presentation went on to cover the areas of law the project had focused on, and the types of benefits for which advice had been given. Demographic data for users was then discussed.

Members gave thanks for the presentation and praised the project and its impact. Questions were asked regarding the demand for the service and plans should queuing become unmanageable. It was noted that demand for the service and the complexity of the assistance required is extremely hard to predict. Assurance was given that as many clients as possible are helped within the time available.

RESOLVED that thanks be given for the presentation and the work of DIAL in the area.

3 Minutes of the Penistone Area Council meeting held on 14th April, 2016 (PAC.16.06.2016/2)

The Area Council received the minutes of the previous meeting held on 14th April, 2016.

The meeting discussed the ongoing dialogue regarding the displaying of banners on the Transpennine Trail bridge over Bridge Street. It was noted that many community groups adopted this practice, and it helped to ensure community events are well attended. It was agreed to try to discuss this issue again with relevant officers.

RESOLVED that the minutes of the Penistone Area Council meeting held on the 14th April, 2016 be approved as a true and correct record.

4 Notes from the Penistone East and West Ward Alliance held on 28th April, 2016 (PAC.16.06.2016/3)

The meeting received the notes from the Penistone East and West Ward Alliance held on 28th April, 2016.

Members discussed the recent fatalities at the crossroads at Hazelhead and it was noted that the chair of Dunford Parish Council was due to present a number of ideas for improvement.

It was suggested that a meeting be arranged between the Highways Department, Penistone West Elected Members and Dunford Parish Council.

On the subject of highways, Members commented on the ongoing safety issues associated with the 'squareabout'. It was suggested that the Chair brokers a discussion with senior officers in highways.

Members noted that two nominations had been submitted for the Best of Barnsley Awards.

RESOLVED that the notes from the Penistone East and West Ward Alliance held on 28th April, 2016 be received.

5 Report on the use of the Ward Alliance Fund (PAC.16.06.2016/4)

The item was introduced by the Area Council Manager, who provided up to date figures detailing expenditure from the Ward Alliance Fund. It was noted that the figure available for allocation in 2016/17 was £31,000, which included £11,000 carried forward from 2015/16, and a new allocation of £10,000 per ward.

Members noted that since the beginning of the financial year a number of projects had received funding, including a number which had been processed since the publication of reports. Therefore £15,264 of Ward Alliance Fund remained.

RESOLVED that the report detailing the use of the Ward Alliance Fund be noted.

6 Performance report (PAC.16.06.2016/5)

The item was introduced by the Area Council Manager. Attention was drawn to Part A, which provided an overview of how the combined commissioned services impacted on the area. It was noted that the Working Together Fund for Penistone FM had unfortunately been omitted from the report, and this had a value of £15,000.

The meeting went on to consider Part B, which provided a narrative on the performance of each commission. It was noted that the Countryside Skills Commission had now come to an end.

The meeting discussed the Clean and Tidy commission, acknowledging that a number of the performance measures were rated 'Red'. This was due to the performance management meeting having to be rescheduled, and that further information had been requested in order to evidence outputs.

Members noted that the commission had not had the number of referrals expected and various suggestions were made as to how the service could be publicised, including the use of social media and Penistone FM.

It was agreed to invite the Clean and Tidy Service Team Leader to the next meeting of the Area Council to discuss the delivery of the service in more detail.

RESOLVED that:-

- (i) the contents of the Performance Report be noted;
- (ii) the Clean and Tidy Service Team Leader be invited to the next meeting of Penistone Area Council.

7 Penistone Market Check and Challenge Exercise

The item was introduced by the Area Council Manager, who made Members aware that the subject had been raised at a recent meeting with the Area Chair.

The market at Penistone was seen as an asset for community use, but it was suggested that it was not achieving its full potential. Various comments had been put forward that the facility was under used for markets on a Saturday, and although other uses, such as for music events, had in the past been successful, these only took place sporadically.

It was suggested that the Area Council approached the service with the view to undertaking a Check and Challenge exercise. This would involve the service articulating their remit, plans, and current levels of performance. Members would then be able to ask questions in relation to the information presented, discuss options for the future, and work with officers to improve the service delivered wherever possible.

Members were supportive of the proposal, and it was agreed that this be pursued by the Area Council Manager.

RESOLVED that a Check and Challenge on the delivery of the Market Service and use of the Market Barn in Penistone be pursued.

8 Procurement and financial update (PAC.16.06.2016/8)

The report was introduced by the Area Council Manager.

Members discussed the Working Together Fund. It was noted that although interest may have not been to the level first anticipated, much promotion had taken place and the number of applications being developed had increased.

The scoring of projects was discussed, and it was suggested that an additional question be added to the application form and scoring criteria, to ascertain whether the project would be deliverable without the use of Working Together Fund finance.

The meeting discussed the current arrangements to procure a service to support Isolated and Vulnerable Older People. Originally the commission was to finish at the end of March, 2017, which due to delays in commissioning would result in delivery only over a period of 6 months. It was noted that, if commissioned by the end of the year, the budget from the current financial year could now be spent in the 2017/18 financial year. It was therefore suggested that the length of commission therefore be extended to take place over a year period.

Members discussed the composition of the Tender Evaluation Panel for the contract, and it was agreed that Councillor Wilson and Councillor David Griffin take part in the exercise.

The meeting considered the expenditure to date and finance remaining within the 2016/17 financial year. A total of £55,400 remained unallocated, however it was noted that this was in addition to that reserved, but not yet approved, for use as part of the Working Together Fund.

A number of suggestions for use of the remaining finance were considered. These included increased enforcement of parking, littering, and dogfouling in the area; devolving Area Council finance to the Ward Alliance; supporting tourism in the area; and establishing a volunteering hub. It was agreed that these all be pursued by the Area Council Manager.

RESOLVED that:-

- (i) £78,033 remains allocated to the Working Together Fund, and this be reconsidered at a later date;
- (ii) Approval be given for the contract for an Isolated and Vulnerable Older People Service to be delivered over a period of one year;
- (iii) Councillors David Griffin, and Wilson take part in the Tender Evaluation Panel for the Isolated and Vulnerable Older People Service;
- (iv) The financial position of the Area Council be noted, and that the areas for potential expenditure be taken forward by the Area Council Manager.

9 Undergraduate placement (PAC.16.06.2016/9)

The Area Council Manager introduced the item, which had arisen after a student had worked alongside the Area Team on coordinating activities as part of the 'Clean for the Queen' campaign.

The suggestion was that a sum of money could be made available to engage a student from a local university on a course such as Community Development or Social Policy to assist the Area Team. Members supported the idea of an undergraduate placement, and endorsed the Council's work to support young people through placements and apprenticeships.

It was agreed that the Area Council Manager further develops the proposal, and that this be discussed in more detail at a future meeting of the Area Council.

RESOLVED that:-

- (i) The proposal to create an undergraduate placement be supported in principle;
- (ii) The Area Council Manager further develops the proposal, at an indicative cost of £14,000, and undertakes relevant consultation with finance, and human resources.

Chair