

BARNSLEY METROPOLITAN BOROUGH COUNCIL

**Penistone Area Council
6th October 2016**

**Report of the
Penistone Area Council Manager**

Penistone Area Council Procurement and Financial update report

1.0 Purpose of Report

- 1.1 This report provides members with an update on the following commissioning and procurement activity:
 - Isolated and Vulnerable Older People Service
 - Working Together Fund
 - Clean & Tidy Service
- 1.2 The report also asks members to consider the proposed way forward for considering priorities and commissioning from April 2017 onwards.
- 1.3 The report outlines the current financial position for 2016/ 2017.

2.0 Recommendations

- 2.1 **That members receive the update on commissioned projects**
- 2.2 **That members consider the proposed way forward and associated timescales as outlined in Section 7 of the report.**
- 2.3 **That members note the current financial position of the Area Council Commissioning Budget for 2016/17 and consider allocation of the remaining budget**

3.0 Isolated and Vulnerable Older people Service

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

As a result of delays in agreeing the specification documentation and the migration of YORTender to an upgraded version the timescales have been amended in order to minimise the impact on potential providers submitting contracts. The timescale for the advert for expressions of interest via YOR tender is 26th September 2016 with the following timescales for the rest of the

process:

- | | |
|----------------------------------------|--------------------------------------------------|
| • Place Tender Advert: | 26 th September 2016 |
| • Deadline for tender queries: | 10 th October 2016 |
| • Tender Return: | 17 th October 2016 |
| • Tender Evaluation: | 17 th Oct – 18 th Nov 2016 |
| • Tender Report and Approval to Award: | W/c 14 th November 16 |
| • Issue Letter of Intent/Contract: | 21 st November 2016 |
| • Contract Lead in period | 22 nd Nov 16 –31 st Dec 16 |
| • Contract start date | 1 st January 2017 |

- 3.2 Councillors David Griffin and John Wilson were nominated to take part in the Tender Evaluation Panel. Dates need to be agreed.

4.0 Penistone Area Council Working Together Fund

- 4.1 At a Penistone Area Council meeting in June 2015 Members agreed £120,000 over an 18-month period to establish a Penistone Working Together Fund. Successful applications meeting BMBC and Penistone Area Council priorities would be awarded between £5000 and £20,000.
- 4.2 12 groups/ organisations applied to the fund and were considered at the Working Together Fund Panel meetings on the 17th May 2016 and 24th May 2016. The panel consisted of Robert Blythe, Councillor Hand-Davis, Councillor Unsworth and Lisa Lyon, Area Council Manager.
- 4.3 The panel recommended the following applications:
- Penistone roundtable: £11,660 (Full amount applied for £15,520)
 - Penistone Scout Group: £8050 (Applied for £18,550)
 - Trans Pennine Trail conservation volunteers: £6630 (£10,849 applied for)
- 4.4 Penistone Scout Group and the Trans Pennine Trail conservation volunteers have yet to start their projects.
- 4.5 In addition to the above applications Penistone FM was recommended at the first panel meeting £15,627. An update on this project is included in the performance report.
- 4.6 Total Applications recommended = £41,967, this leaves a remaining budget of £78,033 from the total allocation of £120,000. A number of projects are being supported and developed with the intention of applying to the Working together fund.
- 4.7 Following discussions at the Penistone Area Council Meeting on the 16th June 2016, the Area Council Manager amended the Working Together Fund scoring sheets to reflect the comments from the panel and the team will continue to promote the funding.

5.0 Clean and Tidy Service

- 5.1 A contract meeting took place on the 22nd September 2016 to review Quarter 2 (July – September 16) performance monitoring information. In attendance:
- Sarah Ford, Clean and Tidy Team
 - Elaine Down, Clean and Tidy Team
 - Councillor Robert Barnard, Chair of Penistone Area Council
 - Lisa Lyon, Penistone Area Council Manager
 - Matt Bell, Head of Commercial and Support Services, Commercial and Support Services
 - Anthony Campbell, Group Manager Waste & Neighbourhood, Operations, Recycling, Neighbourhoods & Transport
- 5.2 The Clean and Tidy Team presented the targets and outcomes for quarter 2. The information provided forms part of a separate performance management report produced for the Penistone Area Council meeting. The quarterly reports submitted by the Clean and Tidy team are held by the Area Team and can be requested by Members.
- 5.3 The Service Level Agreement started 1st November 2015 and runs for 18 months until 30th April 2017. A 12 month review will be completed at the end of November 2016.
- 5.4 Members are encouraged to feed in works requests and projects to the Penistone Area team.

6.0 Finance Update

- 6.1 The current financial position illustrated in the table below shows that the Penistone Area Council has allocated £566,281 of its total budget of £600,000 over the three financial years. The remaining budget to allocate is £33,719.

	2014/15 £200,000	2015/16 £200,000	2016/17 £200,000	Total £600,000
Countryside Skills and Training	£100,000			£100,000
Countryside Skills and Training extension		£54,600		£54,600
Clean and Tidy Team		£35,555	£124,445	£160,000
Working Together Fund		£60,000	£60,000	£120,000
Allocation to Ward Alliance		£40,000	£20,000	£60,000
Vulnerable and Older People Commission			£70,000	£70,000
Community magazine – Penistone Matters			£1681	£1681
Total spend allocation				£566,281
Remaining allocation				£33,719

- 6.2 The Penistone East and West Ward Alliance currently have a remaining budget of **£20,225**. Area Councils have the option to allocate up to £20,000 from the Area Council budget to their Ward Alliance. This is discretionary to each Area

Council. At the August meeting an additional £20,000 was agreed (East and West Ward Alliance are two merged Alliances so this is £10,000 per ward). It is possible to allocate a further £20,000.

6.3 For consideration:

- Penistone matters, community magazine - £1681(Winter edition)
- Additional Ward Alliance funding - £20,000
- Environment enforcement project (Penistone data – Appendix 1)

6.4 Previously Members have requested information regarding environmental enforcement data. The Research and Business Intelligence team have provided data for the Penistone Area Council boundary at Appendix 1. This is top level demand data for consideration.

7.0 Planning Ahead- A proposed approach

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

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

7.2 As a result of an evaluation of data, local intelligence and review of projects the 'Access to Healthcare' priority was amended to Health and Well-being to better reflect the need of the area.

7.3 A number of commissioned services have come to an end or will be in December 16 and April 2017.

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

7.4 It is proposed that a number of workshops are run in order to provide members with the following information:

- Review of Penistone Area Council contracts and performance information
- Progress against Penistone Area Council priorities (including Ward Alliance applications)
- Local intelligence / emerging issues relating to services/provision/gaps in the Penistone Council area for members views/insights
- Local data/information relating to current contracts and projects
- National and local data/ trends

7.5 The intention of the workshops would be to provide members with the above information to consider if the existing areas of work remain a priority in order to start the process of commissioning of services from the 2017/ 2018 budget (subject to available funding)

7.6 Suggested timescale:

- Performance management, achievements to date and data review meeting – October 2016 (Members briefing)
- Developing individual workshop priorities (Members, service users, Ward Alliance members) – November 2016
- Feedback to Penistone Area Council – reaffirm priorities, decisions taken on existing areas of work, areas for development and progression – 8th December 2016
- Further areas for consideration – Penistone Area Council meeting – 9th February 2017

Contact Officer:

Lisa Lyon

Penistone Area Council Manager

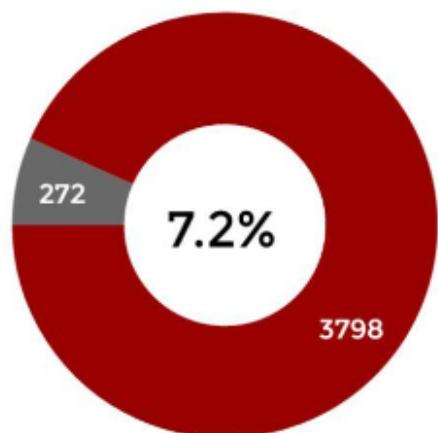
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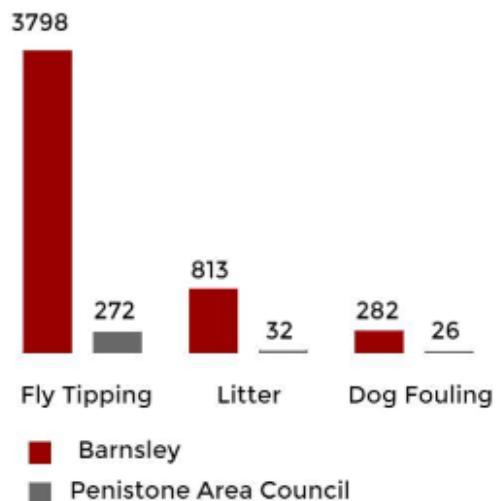
Appendix 1

Penistone Area Council Environmental Crime Demand Profile 2015/16

Proportion of total Fly Tipping incidents attended by Neighbourhood Services that were in Penistone 2015/16

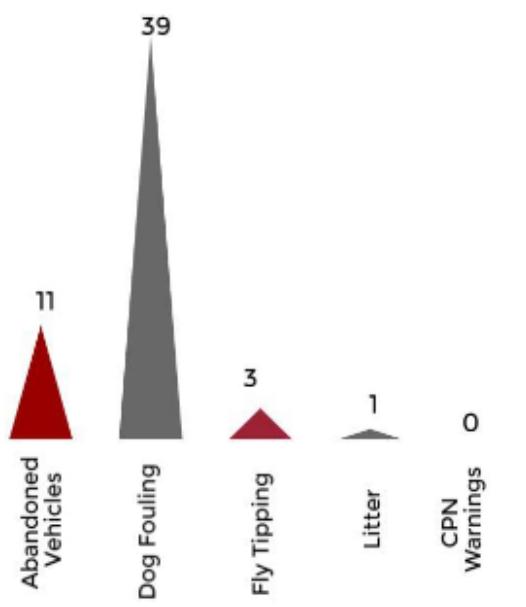


12 Month demand profile for Dog Fouling, Fly Tipping and Litter 2015/16



Neighbourhood Services 01/04/2015 to 31/03/2016

The number of environmental crime incidents received by Community Safety and Enforcement Service and the number of Community Protection Notices (CPNs)



The largest proportional contributions that Penistone Area Council makes to environmental demand are in Dog Fouling and Fly Tipping but these remain low in relative terms.

Penistone Area Council accounts for a low proportion of Dog Fouling; 9.2% of Neighbourhood services incidents attended for Dog Fouling were in Penistone. However, for enforcement 34.2% of Dog Fouling Incidents reported to the Community Safety and Enforcement Service were from Penistone.

Penistone Area Council also contributes a low proportion of Fly Tipping incidents, 7.2% of those cleared by Neighbourhood Services and 5.8% of those investigated by the Community Safety and enforcement service.

of Barnsley population lives in Penistone Area Council



of Environmental Crime demand is from Penistone Area Council



Community Safety & Enforcement Service 01/04/2015 to 31/03/2016

Produced by the Research and Business Intelligence Team: Research&BusinessIntelligenceTeam@barnsley.gov.uk