



Public Document Pack

MEETING:	Penistone Area Council
DATE:	Thursday, 13 February 2020
TIME:	10.00 am
VENUE:	Council Chamber, Penistone Town Hall

SUPPLEMENTARY AGENDA

7 Area Council Future Action Plan (Pac.13.02.2020/7) *(Pages 3 - 10)*

To: Chair and Members of Penistone Area Council:-

Councillors Barnard (Chair), Greenhough, David Griffin, Hand-Davis, Kitching and Wilson

Area Council Support Officers:

David Shepherd, Penistone Area Council Senior Management Link Officer
Elaine Equeall, Penistone Area Council Manager
Rachel Payling, Head of Service, Stronger Communities
Peter Mirfin, Council Governance Officer

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

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Future Development of Area Councils

Review Process 2019

In April 2019, the Area Chairs Liaison Group requested that a review be undertaken of the work of the Area Councils to enable a future development plan to be written, to take them to the next stage in their development.

A workshop was undertaken with the Area Chairs at this point to identify the scope and extent of the review and to identify methodologies for consultation with the wide range of partners involved with Area Councils. This scope was worked up in April 2019 and confirmed as:

How we work with you:

Check and Challenge role of Area Councils – how much is this done and how could it be done in the future?

Senior Management 'Link Officer' role – how is the role of the Link Officer working currently and how can we make the best use of it in the future?

Early planning for place-based approaches & role of Area Councils within this – how are Area Councils currently involved and how do they need to be involved in the future?

How does the work of Area Councils fit into the Council's and partners' wider strategies now and in the future?

Impact:

Telling our story, raising the profile of Area Councils (particularly locally) – how good are we at this, and how can we keep improving at this?

Measuring the right things – do we currently measure the right things in terms of impact & how could we keep improving this?

Commissioning cycle:

Use of data- how well do we currently use it and how could we use it better?

Planning and priority setting – how well is this currently done & could we improve this?

Use of budgets – are we getting the 'best bang for our buck' when we commission services and activities? Are there ways we can get better at this?

Member involvement – what role do members currently have in commissioning and what do we want this to look like in the future?

These questions were used as the basis for a series of workshops in May 2019 with the following stakeholders and partners:

- Area Chairs
- Elected members
- Officers and partners involved in delivery through Area Councils, including the SMT Link Officers

The workshops highlighted a range of strengths, weaknesses, opportunities and threats which were written up into a draft Action Plan by the Head of Stronger Communities and circulated to all those taking part for further comment.

The final draft Action Plan can be found at Appendix 2. This draft includes the feedback from circulation of the initial draft to all participants and follows a further full discussion with Area Chairs.

It should be noted that a number of proposed suggestions from the original workshops have not been included in the final action plan when they cut across existing work already underway or under development in other parts of the Council.

For information only

It is recommended that the contents of this report are noted and that members are made aware of any updates.

It is not anticipated that any of the changes will require approval at Cabinet.

Appendix 2

Area Council Future Development Action Plan

<p><u>Section 1 - How we work with internal & external partners and the wider strategic landscape</u></p> <p style="text-align: center;">Potential Actions</p>	<p>Target date for completion</p>	<p>Who would be responsible for development?</p>
<p>1.1 Expand coverage of Area Council and member role as part of new member induction</p>	<p>March 2020 in time for induction of any new members from 2020 local elections</p>	<p>Head of Stronger Communities Already underway through Member Development Working Group/Officer</p>
<p>1.2 Explore development of Area Council Link Officer role through:</p> <ul style="list-style-type: none"> • Discussion of Link Officer role at Area Chairs Liaison Group • Workshop session/s with Link Officers & Area Managers to explore role in more detail following Area Chair discussion • Development of guidance for Link Officers if needed after workshop session/s 	<p>October 2019</p> <p>December 2019</p> <p>March 2020</p>	<p>Head of Stronger Communities</p>
<p>1.3 Explore potential links between Integrated Wellbeing Teams, Primary Care Networks and Area Governance structures</p>	<p>Dependent upon Integrated Care programme – currently unknown</p>	<p>Director of Communities & Service Director SSH Communities to explore once Integrated Care model approved by Cabinet</p>

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<p>1.4 Share good practice across Area Councils through Member Talkabout sessions to share good practice</p>	<p>2019/20 session to take place before 31/03/20</p> <p>One session per year to be programmed in annually by Member Development Group</p>	<p>Member Development Group/Officer</p>
<p>1.5 Develop guidance and processes around the role of Area Councils in relation to:</p> <ul style="list-style-type: none"> • Escalation of issues arising from Area Councils (either singly or together) which require consideration or action at a strategic level • Considering the effectiveness of services delivered within their communities, in partnership with those responsible for the management of these services 	<p>March 2020</p>	<p>Area Chairs Head of Stronger Communities + Area Managers</p>

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<u>Section 2 – Impact of the Area Council’s work</u>	Target date for completion	Who would be responsible for development?
Potential actions		
<p>2.1 Explore ways to make work of Area Councils more visible in communities through:</p> <ul style="list-style-type: none"> • Development of a Communications Plan & more effective promotion • Development of branding/logo for Area Councils • Better promotion of Area Council work through Area Team Facebook pages • Area Chairs to take on role of leading on direction & delivery of Area Council Communications work 	<p>Communications Plan to be developed by Head of Stronger Communities, Area Managers & Communications Team by 31/03/20</p> <p>Area Chairs to take on role of directing this work from April 2020</p>	<p>Head of Stronger Communities, Area Managers + Communications Team</p>
<p>2.2 Develop methods for consistently sharing evaluation, best practice & learning that can be shared more widely, through:</p> <ul style="list-style-type: none"> • Review of circulation list for quarterly case study performance reports with internal and external partners • Development of impact reporting for Area Councils to accompany case study performance reports • Development of member Talkabouts as outlined in 1.4 <p>* Identified as key action in BMBC Peer Review</p>	<p>Review of circulation list by 30/10/19</p> <p>Development of impact reporting methods by 31/03/19</p> <p>2019/20 Member Talkabout session to take place before 31/03/20</p> <p>One session per year to be programmed in annually by Member Development Group</p>	<p>Head of Stronger Communities + Area Managers</p> <p>Member Development Group/Member Development Officer</p>

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Area Council Future Development Action Plan

<p><u>Section 3 – Commissioning cycle, including priority setting, use of budgets & member involvement</u></p> <p style="text-align: center;">Potential actions</p>	<p>Target date for completion</p>	<p>Who would be responsible for development?</p>
<p>3.1 Continue use of Social Return on Investment to assess and promote impact of Area Council work</p>	<p>Ongoing – to be reviewed annually</p>	<p>Head of Stronger Communities + Area Managers</p>
<p>3.2 Develop guidance to support Area Councils to decide where use of SROI methodologies is/is not appropriate, to be used in conjunction with SROI toolkit currently under development through Social Value Group</p>	<p>March 2020</p>	<p>Head of Stronger Communities + Member Development Working Group/Officer</p>
<p>3.3 Improve consistency and effectiveness of Area Council delivery through:</p> <ul style="list-style-type: none"> • Standardising frequency of priority setting process for Area Councils & explore best practice in priority setting • Exploring methods to better use locally available intelligence from Ward Alliances and community consultations • Exploring methods to ensure that Area Council work aligns with & does not duplicate/replace mainstream provision • Agreeing process for challenges that are experienced across several areas or innovations in service delivery developed by Area Councils to be brought forward for further consideration by SMT 	<p>April – September 2020</p>	<p>Series of workshops with Area Chairs, Area Managers & Business Improvement</p>

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<p>3.4 Area Chairs to work with Area Councils to assess level of interest in training for members in commissioning/procurement Develop member training for those wanting to become involved if sufficient numbers come forward</p>	<p>December 2019</p>	<p>Member Working Group/Officer Head of Strategic Procurement</p>
<p>3.5 Large scale review needed of data provided to Area Councils as not currently fit for purpose for either priority setting or commissioning (to include development of suitable proxies where up to date data not available and explore what data is held by other parts of BMBC or partners which could be useful)</p>	<p>December 2020</p>	<p>BIIT Team Population Health Management Unit</p>

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