

# Public Document Pack



<b>MEETING:</b>	Dearne Area Council
<b>DATE:</b>	Monday, 14 September 2015
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Meeting Room, Goldthorpe Library

## AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

### Minutes

- 2 Minutes of the Previous Meeting of Dearne Area Council held on 27th July, 2015 (Dac.14.09.2015/2) *(Pages 3 - 6)*

### Items for Information

- 3 Clean and Tidy Service

### Performance

- 4 Dearne Area Council Performance Update including financial position (Dac.14.09.2015/4) *(Pages 7 - 14)*

### Items for Decision

- 5 Environmental Enforcement Service (Dac.14.09.2015/5) *(Pages 15 - 18)*
- 6 Dearne Development Fund (Dac.14.09.2015/6) *(Pages 19 - 56)*

### Dearne Approach

- 7 Notes from the Dearne Approach Steering Group held on 24th August, 2015 (Dac.14.09.2015/7) *(Pages 57 - 64)*

### Ward Alliances

- 8 Notes from the following Ward Alliances (Dac.14.09.2015/8) *(Pages 65 - 68)*  
Dearne North – held on 27<sup>th</sup> July, 2015
- 9 Report on the Use of Devolved Ward Budgets and Ward Alliance Funds (Dac.14.09.2015/9) *(Pages 69 - 74)*

To: Chair and Members of Dearne Area Council:-

Councillors Noble (Chair), Brook, Gardiner, Gollick, Sixsmith MBE and Worton

Kath Harris, Service Director Adult Assessment and Care Management  
Claire Dawson, Dearne Area Council Manager  
Vicky Peverelle, NHS Barnsley Clinical Commissioning Group Link Officer  
Peter Mirfin, Council Governance Officer

Please contact Peter Mirfin on 01226 773147 or email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)  
Friday, 4 September 2015

**DEARNE AREA COUNCIL**

**27<sup>th</sup> July, 2015**

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**DEARNE AREA COUNCIL**

**27<sup>th</sup> July, 2015**

10. **Present:** Councillors Noble (Chair), Gardiner, and Worton.

11. **Declarations of pecuniary and non-pecuniary interests**

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

12. **Minutes of the previous meeting of Dearne Area Council held on 1<sup>st</sup> June, 2015**

The meeting received the minutes from the previous meeting of Dearne Area Council.

With reference to the discussion about the Training for Employment contract, it was noted that the Enterprise Centre had not closed, but skills provision in the Enterprise Centre had ceased.

**RESOLVED** that, subject to the amendment above, the minutes of the Dearne Area Council meeting, held on 1<sup>st</sup> June, 2015 be approved as a true and correct record.

13. **Update on Performance and Commissioning**

The item was introduced by the Area Council Manager, who drew the attention of Members to the success of the Training for Employment contract. Referred to were the figures from quarter 3, where 26 people had been supported into local employment during the 8 months of the contact. A very basic social return on investment calculation showed £91,104 of JSA would be saved if those individuals stayed in employment for 12 months. It was noted that this figure would be higher if other benefits, such as housing benefit or council tax benefit, were also included.

Members noted the case studies circulated and were made aware that the success of the commission and its contribution towards the Corporate Priorities would be included in the next edition of the Council's Corporate Plan.

The meeting discussed promotion of the service. It was suggested that coverage in the press and within the community newsletter would help to encourage more people to access the service.

## **DEARNE AREA COUNCIL**

**27<sup>th</sup> July, 2015**

An update on the Enforcement Service was circulated at the meeting. It was noted that, from the 4<sup>th</sup> May to 5<sup>th</sup> July, 2015, 44 notices for littering, dog fouling or parking violations had been issued in Dearne North and 21 in Dearne South Wards. Also noted were the details of operations which were currently ongoing. These included a focus on Thurnscoe Cemetery, on Church Street, and on Commercial Road.

Members discussed the low numbers of fixed penalty notices issued for dog fouling and the prevalence of the problem. It was acknowledged that often successful prosecution is as a result of intelligence received, and the reporting of intelligence was to be encouraged.

Also discussed were the figures for disputed parking notices and it was agreed to provide details of these to the next meeting of the Area Council.

The meeting heard how a number of security cameras had been funded by the Ward Alliance Fund, Big Local and Thurnscoe Crime and Safety Subgroup to help deter people committing environmental offenders.

### **RESOLVED:-**

- (i) that the continued progress of the two current commissions be noted; and
- (ii) that future updates on the Environmental Enforcement Service contain details on disputed PCN notices.

## **14. Update on the Procurement of a Clean and Tidy Service**

The Area Council Manager gave an update on procurement of a Clean and Tidy Service for the Dearne Area. Two organisations had submitted tenders and had subsequently been invited to interview.

A preferred organisation had been identified, but could not be identified as the contracting process was currently within the 10 day stand-still period.

Members noted that each Ward Alliance would ultimately inform the work plan of the service. However, as the service was due to start at the beginning of September and Ward Alliances would not meet until after this date, it was agreed that Members would meet to discuss an initial workplan.

Members were reminded that the service would not only assist with cleaning the area, but would also have a focus on the prevention of littering.

### **RESOLVED**

## **DEARNE AREA COUNCIL**

**27<sup>th</sup> July, 2015**

- (i) that the progress to date regarding the procurement of a Clean and Tidy Service be noted;
- (ii) that arrangements be made for Dearne North and Dearne South Ward Alliances to discuss the work plan for the Clean and Tidy Service;
- (iii) that Members meet to discuss and interim workplan for the Clean and Tidy Service.

### **15. Dearne Area Council update on priorities, work plans and financial position**

The report was introduced by the Area Council Manager. Members were reminded of the workshop held on 24<sup>th</sup> June, 2015 where a range of data and intelligence was considered by Members of the Area Council.

Based on the information provided and the knowledge of Members, it was suggested that the current priorities remained valid, but that an additional priority of Improving Health be added. It was suggested that that the priorities Community Involvement and Benefit Advice were important but were currently being delivered at a Ward, rather than Area Council, level.

The meeting noted a variety of discussions taking place between the Area Team and other agencies in order to map the health initiatives currently available in the area and identify any gaps in service.

Members noted the current financial position. Taking into account the extensions of the Environmental Enforcement and Training for Employment contracts, and the expected revenue from Fixed Penalty Notices, an amount of £126,562 of the Area Council budget for 2015/16 remained.

#### **RESOLVED:-**

- (i) that the following be approved as priorities for Dearne Area Council for 2015/16 – Environment, Skills and Learning for Work, Improving the Economy, Improving Health, and Young People;
- (ii) that the priorities of Community Involvement and Benefit Advice continue to be important for the Area, but they be more appropriately delivered at a Ward level;
- (iii) that the financial position for the Area Council be noted.

### **16. Dearne Area Council update on an Environmental Enforcement Service for 2016/17**

The Dearne Area Council Manager introduced the item. Members were reminded of their recent decision to extend the contract with Kingdom Security to the end of March, 2016.

## **DEARNE AREA COUNCIL**

**27<sup>th</sup> July, 2015**

However, Members noted that to continue to provide a service after this date would require the contract to be re-tendered. As many of the other Area Councils had commissioned a similar service, and had expressed an interest in this being provided post March 2016, this would exceed EU thresholds and therefore would necessitate a more involved tendering process to comply with relevant legislation.

This would involve commissioning a single contract with 'lots' assigned to each Area Council. Members were encouraged to consider the current service with a view to discussing the issue in more detail at the September meeting.

The meeting noted that an officer group was in the process of reviewing the service currently being provided and the outcome of this would inform future discussions.

**RESOLVED** that further consideration be given to the future provision of an Environmental Enforcement Service at the Dearne Area Council meeting to be held in September, 2015.

### **17. Notes from Dearne South Ward Alliance held on 8<sup>th</sup> July, 2015**

The meeting considered the notes of the Dearne South Ward Alliance meeting held on 8<sup>th</sup> July, 2015. It was acknowledged that this was a very brief meeting and that work was to be undertaken to generate more interest in the group.

Officer support was in place to help review the work of the Ward Alliances and assist in their development.

**RESOLVED** that the note from Dearne South Ward Alliance be received.

### **18. Report on the use of Devolved Ward Budgets and Ward Alliance Funds**

Members considered the report detailing expenditure from the beginning of the financial year to date.

It was noted that Dearne North had allocated £3,781.75 of its £10,109.49 Devolved Ward Budget, and Dearne South had allocated £2,803.36 of its £10,000 Devolved Ward Budget.

Neither ward had utilised any Ward Alliance Fund finance in the current financial year.

**RESOLVED** that the report be noted.

.....  
Chair

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**DEARNE AREA COUNCIL 14<sup>th</sup> September 2015**

**Report of the  
Dearne Area Council Manager**

**Dearne Area Council Performance Update including financial position**

**1.0 Purpose of Report**

- 1.1 This report provides an updated financial position for all Dearne Area Council spend, and outlines the unallocated amount remaining for 2015/16 and 2016/17.
- 1.2 This report provides members with an update on the delivery of the Dearne Area Councils current commissions.

**2.0 Recommendations**

- 2.1 Dearne Area Council members note the updated financial position for all Dearne Area Council spend and the unallocated amounts remaining for 2015/2016. Details are contained in Appendix One.
- 2.2 That members note the continued progress of the three Dearne Area Council commissions

**3.0 Financial update**

- 3.1 With agreement from the Dearne Area Council on the 30th March 2015 the training for employment contract has been commissioned and subsequently extended until the end of March 2016 at a cost of £37,000. The enforcement contracts have also been extended until the end of the financial year the total cost is £22,000. Further the Dearne Area Council have commissioned a clean and tidy service at a cost of £75,000. This equates to £134,000 spent out of this year's budget leaving an amount of £121,718 remaining unallocated for 2015/16.
- 3.2 The revenue that has been raised so far from FPN's (Fouling and Littering) is £14,110 .Therefore a total of £135,828 is available in the 2015/16 financial year to spend on meeting the Dearne Area council's priorities and the possible allocation of funds to a ward level.
- 3.3 No clear indication has been given regarding the future budget allocations for Area Councils post 2016-17. Central Government's Summer Budget was announced on the 8th July 2015. This will inform BMBC's budget planning and further information will be available in the autumn.

#### 4.0 **Current Commissions**

#### 4.1 **Training for employment**

Since the last Area Council meeting there has been no contract monitoring meeting. However the next meeting is scheduled to take place on the 21<sup>st</sup> of September 2015.

**This contract continues to progress well with no concerns.**

#### 4.2 **Enforcement**

To date 58 FPN's and (40 PCN's for parking) have been issued in the area. 50 of these have been for littering offences and 8 for dog fouling offences. The FPN numbers have decreased over the last few months, this may be down to a number of factors but the increase in patrol times, high profile patrolling and clear education from court results are clearly a factor. Officers concentrate their patrols around intelligence led information from the tasking process and also from complaints on the street, from the community at large.

6 x Fly Tipping offences reported over this quarter by Kingdom officers whilst out and about on patrol. These have been reported to environmental services and together we have gathered evidence for the ongoing investigation which continues. The partnership develops as we are co-terminus which clearly assists. We are being asked to generate 'Litter Picking' days for those juveniles within the community who have committed the offence. Under the restorative restoration scheme they will be subjected to this by agreement of the Parent / Guardian. These days may be overseen by Kingdom Staff.

The Dearne Area is contracted to 1 x officers, this equates to 487.5 hours. Over the Third quarter, achieved is 487.5 hours which is 100% of the contracted hours.

#### 4.3 **See appendix two for full report**

#### **Clean and Tidy Service**

5.0 Twiggs commenced delivery on the 1<sup>st</sup> of September 2015. They have been provided with an interim work plan until the Dearne North and South Ward Alliances have had chance to discuss other areas of work.

#### **Appendices**

Appendix 1: Financial update

Appendix 2: Enforcement Report

**Officer:**

Claire Dawson

Dearne Area Council Manager

**Tel:**

01226 775106

**Date:**

14<sup>th</sup> September



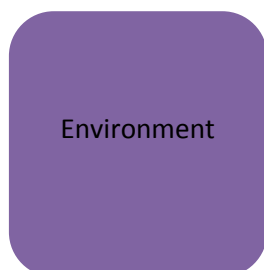
## Appendix one: financial update

	2014/2015		2015/2016	
	<b>£200,000.00</b>		<b>£200,000.00</b>	<b>£200,000.00</b>
			<b>£ 55,438.00</b>	<b>£ 135,828.00</b>
			<b>£255,438.00</b>	<b>£ 335,828.00</b>
Environmental Enforcement	£27,181.00		£ 18,465.00	
Environmental Enforcement - BMBC contribution	£8,000.00		£ 3,255.00	
Training for Employment	£74,381.00		£ 37,000.00	
Private Sector Rented Housing Management / Enforcement	£35,000.00			
Dearne Clean & Green			£ 75,000.00	
	<b>£144,562.00</b>		<b>£133,720.00</b>	<b>£ -</b>
FPN income received			<b>£ 14,110.00</b>	
Allocation remaining	<b>£ 55,438.00</b>		<b>£ 135,828.00</b>	<b>£ 335,828.00</b>

## Appendix Two – Environmental Enforcement

### Dearne 4th Quarterly Report May 2015 – July 2015

Kingdom Security - Quarter 4 report received on the 7<sup>th</sup> August 2015



	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	

The Dearne Area is contracted to 1 x officers, this equates to 487.5 hours. Over the Third quarter, achieved is 487.5 hours which is 100% of the contracted hours. To date 58 FPN's and (40 PCN's for parking) have been issued in the area. 50 of these have been for littering offences and 8 for dog fouling offences. Research on CIVICA, although not 100% accurate shows that to date 76 % of the revenue has been raised from the notices in the Dearne area.

DEARNE	FPN Littering	FPN Dog Fouling	PCN Parking	total	Dearne North	Dearne South
Week 04/05/15	11		5	16	12	4
Week 11/05/15	3	1	1	5	3	2
Week 18/05/15	7		4	11	9	2
Week 25/05/15	3	1	8	12	8	4
Week 01/06/15		1	2	3	3	
Week 08/06/15	7		3	10	6	4
Week 15/06/15	5	1	1	7	2	5

Week 22/06/15	1			1	1	
Week 29/06/15	1			1	1	
Week 06/07/15	3	0	4	7	5	2
Week 13/07/15	2	0	0	2	2	0
Week 20/07/15	5	3	0	8	5	3
Week 27/07/15	2	1	12	15	8	4
Total	50	8	40	98	65	30

The FPN numbers have decreased over the last few months, this may be down to a number of factors but the increase in patrol times, high profile patrolling and clear education from court results are clearly a factor. Officers concentrate their patrols around intelligence led information from the tasking process and also from complaints on the street, from the community at large. To date this Fourth quarter complaints / operations are on going and continue, although there is a significant drop in reporting they are reported and attended. This also gives the complainant / informant a quick response to that reported. Officers concentrate their patrols and operations around these areas although we can cope with more complaints / issues than that so far reported.

A number of prosecutions files have been submitted for Littering and Dog Fouling. To date offenders have paid prior to attending, plead guilty by letter or attend and have all been found guilty. The next batch for court appearance is 31<sup>st</sup> July 2015. We wait in anticipation to the results of these.

The Revenue Raised thus far from FPN's (Fouling and Littering) from commencement of the contract until 28<sup>th</sup> July 2015 is **£14,110.00**

## Operations

	<u>Q1</u>		<u>Q2</u>		<u>Q3</u>		<u>Q4</u>		<u>Year Totals</u>	
	<u>Target</u>	<u>Actual</u>	<u>Target</u>	<u>Actual</u>	<u>Target</u>	<u>Actual</u>	<u>Target</u>	<u>Actual</u>	<u>Target</u>	<u>Actual</u>
<u>Patrolling hours completed DEARNE</u>	<u>377</u>	<u>431</u>	<u>377</u>	<u>452.75</u>	<u>377</u>	<u>487.5</u>	<u>377</u>	<u>487.5</u>	<u>1508</u>	<u>1858.25</u>
<u>No. &amp; location of targeted litter operations DEARNE</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>16</u>	<u>11</u>
<u>No. &amp; location of targeted dog fouling operations DEARNE</u>	<u>4</u>	<u>2</u>	<u>4</u>	<u>3</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>16</u>	<u>13</u>
<u>No. &amp; location of targeted parking operations DEARNE</u>	<u>TBA</u>		<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>TBA</u>	<u>2</u>	<u>TBA</u>	<u>5</u>

## Added Value

We have attended a number of action days alongside the GEO's and Police/CIIT teams to do general sweeps of the area for littering/ Fouling / Parking. We have worked in collaboration with NHW re installing cameras into properties with consent of a complainant to capture offences occurring. To date we have two FPN's issued as a direct result of evidence gathered by this method.

6 x Fly Tipping offences reported over this quarter by Kingdom officers whilst out and about on patrol. These have been reported to environmental services and together we have gathered evidence for the ongoing investigation which continues. The partnership develops as we are co-terminus which clearly assists. We are being asked to generate 'Litter Picking' days for those juveniles within the community who have committed the offence. Under the restorative restoration scheme they will be subjected to this by agreement of the Parent / Guardian. These days may be overseen by Kingdom Staff.

## Case Study One : Princess Road Fly Tipping



Kingdom Officers patrolling Princess Road In Goldthorpe for littering offenders discovered a large amount of household waste fly tipping down an alleyway of the road. Details of a possible offender were recovered from the site by Kingdom staff and were passed on to the Council's own Environmental Investigation team. The officers recorded the extent of the waste material and promptly relayed the information to Neighbourhood Pride, who made quick work of removing the waste.

## Case Study Two: Lowfield Road Dog Fouling



Responding to complaints of Dog Fouling on the footpath on Lowfield Road in Bolton upon Dearne, Kingdom Environmental Enforcement Officers liaised with tasking officers to arrange an effective intelligence-led dog fouling operation. Within a week of the initial complaint, through varied high-visibility patrols at different times of day (early morning and late evening), four (4) Fixed Penalty Notices had been issued for dog fouling offences and one (1) for a littering offence. As a result of the success of this particular operation, residents around the area agree that the problem is starting to diminish, but patrols will still continue into the next quarter.

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**Dearne Council Meeting:  
14<sup>th</sup> September**

**Agenda Item: 5**

**Report of Dearne Area Council  
Manager**

**Dearne Area Council – Enforcement Service**

**1. Purpose of Report**

- 1.1 This report provides members with an opportunity to reach a decision about whether the Dearne Area Council will continue to commission an Environmental Enforcement Service.
- 1.2 The report also considers options regarding the scale of a future commissioned service.

**2. Recommendations**

**It is recommended that:**

- 2.1 **Members agree if they wish to continue to commission an environmental enforcement service to help address the Area Environment priority after March 2016.**
- 2.2 **Members agree the scale of the service provision.**
- 2.3 **Dearne Area Council members agree the maximum contract value and length.**

**3. Background and Proposal**

- 3.1 As part of its commissioning of projects based on local priorities, the Dearne Area Council following a tender exercise appointed an external contractor (Kingdom Security) for an initial period of one year to provide additional enforcement activity around the areas of:

- Littering
- Dog fouling
- Parking

The contract for the Dearne Area was agreed at the following contract price over one year:

- A total contract price of **£32,118** for the provision of 1 full time Enforcement Officers
- Of this, a total of **£27,180** payable to Kingdom Security to recruit, employ, train and manage the 4 full time staff
- The remaining **£4,938** payable to BMBC Community Safety and Enforcement for the provision of uniforms, vehicles, body cameras, accommodation and administration costs relating to the processing of fines and payments

Because the appointment of an external contractor was a new approach for BMBC and for the Dearne Area Council, it was decided to appoint for a period of one year only, to act as a pilot which would enable the project to be terminated if not successful or appropriate.

- 3.2 This contract commenced on 4<sup>th</sup> August 2014 and has been operating successfully across the Dearne Area. A thorough process of quarterly contract management meetings with the Dearne and Central Area Council Managers have ensured that the provider is operating effectively, appropriately and in conjunction with existing mainstream provision and intelligence. Feedback from the public has also been positive, as environmental issues consistently top the list of issues of concern to the public raised during community consultations.
- 3.3 The original contract draws to a close on the 3<sup>rd</sup> August 2015. At the request of the Area Council the contract has been extended until 31<sup>st</sup> March 2015. If the Area Council wishes to continue this provision it is recommended that procurement commences as soon as possible.

#### **4.0 Next Steps**

- 4.1 Members need to agree:
- i. If they wish to continue to commission an environmental enforcement service.
  - ii. The scale of the service i.e. the number of officers
  - iii. The length of the contract
  - iv. Total contract value

#### **5.0 Funding**

- 5.1 To re-commission a service which is similar to the existing provision would require one officer and support services from BMBC Community Safety. The total value would be approximately £30,955 per annum.
- 5.2 Members are asked to consider if they wish to reduce/increase the number of officers working within the Dearne.



## **6.0 Contract Length**

6.1 Procurement is a time consuming and costly process. Therefore it is recommended that any contract be advertised for a minimum of two years on the understanding that it is 'let' one year at a time.

## **7.0 Risks**

7.1 The Area Councils are awaiting further information regarding ongoing budget allocations. It is recommended that any future commissioned service contracts include break clauses that will help to mitigate any financial risk. These include considerations for: availability of funding, satisfaction with the service delivered and perceived need of the service.

**Officer Contact:**  
**Claire Dawson**

**Tel. No:**  
**01226 775106**

**Date:**  
**14<sup>th</sup> Sept 2015.**

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**Dearne Area Council Meeting:**

**Agenda Item 6**

**Report of Dearne Area Council  
Manager**

**The Dearne Area Council mapping exercise and Dearne Development Fund**

**1.0 Purpose of Report**

To update members regarding the mapping exercise that has been undertaken by the Dearne Area team and put forward the proposal for having a Dearne Development Fund in order to address the area priorities.

**2.0 Recommendations**

- 2.1 That Members note the research and scoping exercise the Area Team have carried out in order to commission a service based on meeting the needs of the community.
- 2.2 That Members allocate £80,000 out of their commissioning budget to establish a grant regime, which will allocate grants from £1,000 - £15,000 in the 2015/16 financial year in order to enhance/improve provision that already exists within the Dearne Area, as suggested in the Dearne Development Fund options paper (Appendix 1)
- 2.3 That members agree to the establishment of a Dearne Development Fund allocation panel.
- 2.4 That the Service Director, Stronger Safer and Healthier Communities be authorised to approve grants of between £1,000 and £15,000 following consultation with the Dearne Development Fund allocation panel.
- 2.5 That the Dearne Development Fund Guidance Notes (Appendix 2) Application Forms (Appendix 3, 4) are adopted.

**2.0 Community mapping**

Following a '*reviewing the priorities*' meeting on the 24<sup>th</sup> of June, 2015 the Area Council meeting on the 27<sup>th</sup> July, 2015 agreed the area priorities. At the meeting the members suggested that they would like the team to focus on young people, in particular NEETS, progression for school leavers, obesity and poverty but to also undertake a scoping exercise in relation to the health initiatives already in the area.

The Area Team have had several meetings with services that are operating in the Dearne Area. For example JCP, Salvation Army, young people's services, community groups, the Embankment Centre, PSS trainers who are now delivering the BEWELL Barnsley initiative. In addition the NEETS coordinator from BMBC is currently delivering an intensive pilot within the area in partnership with an external provider in order to try and reduce the amount of NEETS within the Dearne.

Although services and the third sector may have experienced cuts within their budget there is still a substantial level of provision within the Dearne that the Area Council could build upon and develop without the need to commission an external provider in an already saturated market.

The Area Council could decide to allocate its funds into a development fund in order to enhance and develop the services and groups that already operate within the area, rather than commissioning one provider and only meeting one of the five priorities. Various options are considered in the Dearne Development Fund options paper (Appendix 1).

### **3.0 Development Fund**

It is proposed that the Area Council allocates £80,000 of its remaining £126,562 into a development fund in order to meet the Area Priorities. This will ensure that the team works with the services and groups within the area in order to build resilience and develop the community. A development fund would ensure more issues and people are targeted based on the needs of the wider population.

The allocation of funds will be between £1,000- £15,000 and an allocation panel will be convened in order to discuss applicants and make recommendations. It is suggested that the final approval be delegated to the Service Director, Stronger, Safer and Healthier Communities. It is proposed that the panel will consist of a member from Dearne North and South, a resident and Area Manager.

**Draft forms are included in the appendix for further discussion.**

### **3.0 Considerations**

It is important to note that whilst working on applications the potential service or group have to meet the area priorities:

- *Environment*
- *Skills and learning for work*
- *Improving the economy*
- *Improving health*

- *Young people.*

Further the Dearne Area Council Budget is intended to provide services which will also address the corporate priorities:

- *Growing the economy*
- *Changing the relationship between the council and the community*
- *Improving people's potential and achievement*

#### 4.0 Options

The following options have been considered:

<b>Option:</b>	<b>Benefits</b>	<b>Risks</b>
A) Do Nothing	Funding can be allocated to other projects	Underspend Not delivering against priorities
B) Develop a Dearne Development Fund	Upskill local groups and services Align funding against Dearne Area Council priorities. Potential to deliver on a larger scale. Increased volunteering and social action.	Lack of funding applications Lack of skills to access funding Duplication
C) Internal Service Level Agreements (SLA) using existing providers to deliver against each priorities i.e. IYSS	SLA's in place quickly Fully trained and qualified staff	Lack of local involvement Potentially unable to deliver services that meet the specific needs of the Dearne. Capacity of internal services to deliver.
D) Formal commissioning process through YOR Tender	Open and transparent process Potential to attract significant amount of interest	Likely to attract external providers Providers unfamiliar with the area Risk of duplication Restricts local community groups applying through this process

The preferred option would be option B.

#### 5.0 Appendices

Appendix One: Dearne Development Fund Options Paper

Appendix Two: Dearne Development Fund Guidance Notes

Appendix Three: Dearne Development Fund Application £1000-£5000

Appendix Four : Dearne Development Fund Application £5000-£15000

**Officer:**

Claire Dawson  
Dearne Area Council Manager

**Tel:**

01226 775106

**Date:**

14<sup>th</sup> September 2015

## Appendix one

### Dearne Area Council Dearne Development Fund

#### Background and Context

Since January 2014 the Dearne Area Council has been focusing its resources on procuring a range of services to address its priorities agreed for the area. To date the Area Council has commissioned the following:

Priority	Tender	Contractor Appointed	Status
Skills and Learning for work, young people and improving environment	Training for Employment	Voluntary Action Barnsley	Contract Live
Environment	Environmental Enforcement	Kingdom Security	Contract Live
Environment	Housing Management / Enforcement	BMBC Service Level Agreement	Contract Live
Environment, Skills and learning	Clean and Green contract	Twiggs	Contract Live

Alongside commissioning the Dearne Ward Alliances have been supporting and developing projects, groups and events with a focus on sustainability, developing volunteering, social action and building community resilience.

The following options have been considered:

Option:	Benefits	Risks
E) Do Nothing	Funding can be allocated to other projects	Underspend Not delivering against priorities
F) Develop a Dearne Development Fund	Upskill local groups and services Align funding against Dearne Area Council priorities. Potential to deliver on a larger scale. Increased volunteering and social action.	Lack of funding applications Lack of skills to access funding
G) Internal Service Level Agreements (SLA) using existing providers to deliver against each priorities i.e. IYSS	SLA's in place quickly Fully trained and qualified staff	Lack of local involvement Potentially unable to deliver services that meet the specific needs of the Dearne. Capacity of internal services to deliver.
H) Formal commissioning process through YOR Tender	Open and transparent process Potential to attract significant amount of interest	Likely to attract external providers Providers unfamiliar with the area Risk of duplication Restricts local community groups applying through this process

The above outlines a number of options in order to further support local groups, organisations and not for profit organisations to deliver on the following Area Council priorities:

- Improving health
- Environment
- Young people
- Skills and learning for work
- Improving the economy

### **Preferred option and timescales**

Based on the above options this paper provides more detailed information for consideration on option B, developing a Dearne Development Fund. The following information is a proposed way forward for discussion.

The Dearne Development Fund would be a grants programme run over two rounds of funding in November and again in January 2016. £80,000 of the Area Councils allocation would be made available to help address the local priorities identified above. Awards could range from £1,000 to £15,000. This would be a one off grant funding opportunity, enabling projects to be delivered in the financial year 2015/16. If approved, project delivery would commence in the 2015/ 2016 financial year.

### **Aims and outcomes**

Approved grants would be for the benefit of the Dearne Area, and will meet both the Corporate and Area Council priorities. The aims and associated outcomes of the Dearne Development Fund are:

- Support local projects that address the priorities of the Dearne Area Council
- To ensure that £80,000 grant funding is made available and allocated as appropriate
- To take a collaborative approach working with local groups and providers to develop a programme of innovative solutions to addressing local challenges
- Link with other Dearne Area Council procured services, to support the over-arching aims of the Area Council
- Complement and add value to existing service provision
- Enable people to become active citizens
- To improve the health and emotional wellbeing of Dearne residents.
- Provide exciting and stimulating activities that will challenge and develop the potential of residents and raise their aspirations
- Involve local people in the design and delivery of services
- Inspire people to become more confident, enterprising and esteemed individuals
- Enable people to take ownership and make positive life choices
- Provide positive activities for children and young people
- Improve the environment

## **Who can apply?**

- Voluntary or community groups which are preferably locally led and run
- Registered Charities
- Social Enterprises
- Local businesses
- Services already operating within the Dearne area

Groups should preferably be locally led and run and be based within one of the two wards that make up the Dearne Council area and be able to show that:

- Their activities/services are open and accessible to all and primarily benefit those living in the Dearne Area Council.
- Projects/activities should deliver the Dearne Area Council priorities and the Council's Corporate priorities.
- Their projects/activities promote social action and volunteering.
- Added value and sustainability are an important part of the proposal.

## **Addressing Social Value objectives:**

As part of delivery of the Dearne Development fund providers will be required to actively contribute to the achievement of specific social value objectives.

These reflect the vision and corporate priorities of the Council and include:

- Provision of local skills development, work experience placements and apprentice opportunities
- Employment and training opportunities within the locality
- Use of local Voluntary Community Organisations and community groups
- Increase volunteering opportunities in the local community
- Recruitment and deployment of volunteers
- Development of strong community networks, community self-help and resilience
- Local spend/use of local supply chains/sub-contracting locally

## **Process with Indicative timescales:**

### **1. Area Council Approval**

#### **September 15**

- Paper presented to Area Council meeting
- Seek approval from Area Council to deliver
- Agree two elected members (one per ward), one resident and Area Manager for the grant approval panel. Facilitated and supported by the area team.



## **2. Marketing Workshop**

October 15

The event will:

- Provide an overview and context to the programme
- Outline the key drivers for the programme
- Encouraging innovation and creative solutions
- Enable and actively encourage people to meet other groups
- Encourage a good and even spread across the two wards
- Develop a joint communication plan to collectively promote the programme
- Provide information about the application process (Appendix A & B) and support available (funding workshops)

## **3. Application process**

October 15

The application process for this programme:

- Dearne area team to brief the panel on guidance (Appendix C)
- Two applications forms (Appendix A & B): projects between £1000 - £5000 and £5000 - £15,000
- Application forms submitted and initially sifted by Dearne Area team to ensure they meet strict funding criteria and aims and objectives of fund
- Applications which meet the criteria evaluated and scored by the panel
- Successful applicants invited to give a presentation to the panel
- Unsuccessful applicants are informed and feedback provided
- Training needs and support identified by groups / providers

## **4. Grant Awards**

November 2015

- Approvals made by the Service Director, Stronger, Safer and Healthier Communities, following consultation with the Dearne Area Fund panel.
- The Dearne Area team provisionally agree associated quarterly reporting and performance management arrangements/ outcomes/targets/reporting schedule.
- A report detailing awards to be made taken to the Dearne Area Council .

## **5. Projects start**

November 2015

- Necessary paperwork completed to enable projects to start/payments to be made

## **6. Ongoing Reporting and Evaluation**

November 2015

- Quarterly reporting will be an important part of the process for successful organisations
- The information gathered will be reported to Dearne Area Council on a quarterly basis

- An evaluation of the process and successful projects will be carried out after a 6 month period.

## **7. Second grants round**

### January 2016

- Analysis of funding across area and by priority. Potentially target promotional against any gaps
- Repeat grant process
- Build in any lessons learnt from first round

### **Principals for a Dearne Development Fund:**

- The Provider / organisation must be willing to work in collaboration with the Dearne Area team during the application process.
- Providers must state how activities promote social action and volunteering
- Where possible local residents who live in one of the two wards that make up the Dearne Area should be involved in delivery projects. The services and provision should include increasing confidence, self-esteem, attitudes and aspiration.
- It is key that services and provision developed and delivered should reflect the views of local people living in the area. All activity should be proactive, flexible and innovative in its approach to interventions and activities.
- The activities / services should reflect the needs of the individual wards.
- Proposals should not duplicate existing provision but should be for activities that are over and above existing provision. Applications for continuation funding will be considered against this criteria.
- Interventions/activities should aim to be innovative, vibrant and high quality.
- This “grants” opportunity aims to help develop capacity in order to bid for future procurement opportunities.
- Organisations and their proposals should primarily benefit those people living in the two wards that make up the Dearne Council area.
- There will only be two opportunities to put forward Dearne Council Award proposals in 2015
- Ideas should deliver the Dearne Area Council priorities and should be underpinned by the Council’s Corporate priorities.
- Promoting social action and volunteering should be an integral part of any ideas/proposals
- Sustainability should be addressed by all applicants
- Added value should be an important part of any proposal
- Outcomes and outcome indicators will be identified and agreed accordingly

## Dearne Area Council Dearne Development Fund

### What is the Dearne Development Fund and who is it for?

The Dearne Development Grant is a grants programme established by the Dearne Area Council for 2015/2016 that addresses the identified Dearne Area Council Priorities and is aimed at community groups, organisations, not for profit organisations and local businesses.

The Dearne Area Council comprises of elected 6 councillors who work collaboratively on behalf of the Dearne North and Dearne South Ward which make up Dearne Area. The Area Council is supported by a team of officers called The Dearne Area Team.

### Where is the Dearne Area?

The Dearne area sits in the east of the borough of Barnsley and is part of the Dearne Valley link which brings Barnsley together with Doncaster to the north and Rotherham to the south. The area has seen a number of major physical changes over the last 10 years including the development of both commercial and residential properties and new road schemes. The area covers 16 sq. km with a population of 22,387.



## How much can be applied for?

The Dearne Area Council has made £80,000 available to help address local priorities.

Awards will range from £1000 to £15,000. Two applications will be used. One for £1000 - £5000 and one for £5000 - £15,000

Groups are eligible for up to 100% of the project costs however the Dearne Development Fund Panel appreciates efforts made by groups to contribute to or find other funding which will help towards the total project costs.

## What kind of projects/activities can be funded and when should they be delivered?

Any local project is eligible for funding, provided it will benefit the community and contribute towards the Dearne Area Council's **and** the Council's Corporate priorities.

Project delivery should commence in the 2015 /16 financial year.

Examples of projects may include:

- Improvements to your area
- Positive activities/projects for young people
- Improving the health and wellbeing of local people
- Coordinating improved communication amongst local people

## Priorities

### Dearne Area Council Priorities:

Improving health

Environment

Young people

Skills and learning for work

Improving the economy

### Barnsley Council's Corporate Priorities are:

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	<p>Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley</p> <p>Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering</p> <p>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>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>

### Who can apply to the Dearne Development Fund ?

- Any local formally constituted voluntary or community group
- Registered Charities delivering in the Dearne Area.
- Not for profit organisations
- Local businesses

Groups applying should preferably be based within one of the two wards that make up the Dearne Area Council area and be able to show that:

- Their activities/services are open and accessible to all (inclusive) and primarily benefit those living in the Dearne Area Council area.
- Projects/activities should contribute to the Dearne Area Council priorities and the Council's corporate priorities.
- Their projects/activities promote social action and volunteering.
- Added value and sustainability are an important part of the proposal.

**N.B. These are the criteria upon which the applications will be judged.**

## How to apply

There is an application process to follow and grants will be recommended for approval by a panel elected by the Dearne Area Council.

- All application forms should be completed and submitted by ?
- A panel will meet to consider all the applications
- You may be asked to do a presentation at a panel meeting
- You will be notified of a decision within 4 weeks of the closing date

If successful you will work with the Dearne Area Team to agree how your project will be evaluated.

N.B. If the panel have any questions relating to an application, a representative may be called upon to meet with a member of the Area Team.

For further information and to request an application pack please contact:

The Dearne Area Team on 01226 787559 or 775106 [clairedawson@barnsley.gov.uk](mailto:clairedawson@barnsley.gov.uk)

## Conditions for Awards

- a) Any award must be spent exclusively for the purposes set out in the application.
- b) Any equipment purchased will not be disposed of without the written permission of the Dearne Development Fund and must be returned to the Panel for distribution to a local Community Group with similar priorities, as appropriate.
- c) Any amount of the award not spent within 12 months will be returned within the agreed timescale.
- d) All financial records, receipts etc. will be kept for at least 2 years following the award.
- e) Applicants will be required to provide copies of receipts of expenditure within 12 months of issuing the payment or evidence of action if an order is placed.
- f) Groups receiving award will be asked to provide an evaluation and may be asked to report to future Area or Ward events to share their story about the benefits of receiving a Dearne Area Council grant

Utilise the Love Where You Live (LWYL) logo when promoting your project. Love Where you Live is a Barnsley brand than which we hope will inspire local volunteers and unite the hundreds of people already working together to make our communities a better place. For more information visit the Love Where You Live Website which was launched in September 2014.

<http://www.lwylbarnsley.co.uk/>

## Procedure

- a) A project representative may be invited to meet with the Dearne Development Grant Panel to talk about their proposal.
- b) Decisions made on applications will be final and there will be no right of appeal.
- c) If successful, the applicant will be asked to work with the Area Team to agree outputs, targets and milestones.
- d) Appropriate monitoring and evaluation information, relevant to the project will need to be collated for submission to the Area Team. This must include case studies.
- e) A payment for the approved amount will be sent to applicants, with a covering letter and the agreed contract of what will be delivered.

## Is there support to help groups develop their ideas and/or complete the application form?

Yes, support is available from the Dearne Area Team on 01226 775106 or [clairedawson@barnsley.gov.uk](mailto:clairedawson@barnsley.gov.uk)

Please get in touch.

## Appendix Three: Application Form (£1000 - £5,000 Projects)

# Dearne Area Council Dearne Development Fund

Please read the guidance notes before you start to complete this form. We hope that you will find it quite straight forward but please call the Dearne Area Team on Tel. 01226 775106 if you have any questions about the form or application process. We need you to provide us with as much detail as possible about your proposed project to enable the Grants Panel to make a decision. The information contained in this application will form the basis of your Dearne Development Fund contract. It is therefore important that the information you provide in this form is accurate.

### Part One – About your organisation

#### 1.1 What is your organisation's name?

#### 1.2 What type of organisation are you?

Voluntary or community organisation

Registered Charity

Social Enterprise

Not for profit small business

Other

Local Business

Please provide details

#### 1.3 Organisation details

When did your organisation start?

#### 1.4 Who is contact for this application?

Name	
Position in the group	
Address	
Postal code	
Telephone number	
E-mail address	



## 1.7 Child Protection and the protection of young people and vulnerable adults

If you are applying for a project to work with children, young people or vulnerable adults, you need to be sure they will be safe. As a minimum you must have a relevant policy and the policy must be put into practice. It is your responsibility to have acceptable protection policies and procedures in place.

If your project will be working with one of these groups, tick this box to confirm that your Organisation has the relevant policies in place

## 1.8 Policies

The policies you need will depend upon your activities, how many people you work with and if you employ staff.

Please confirm which of these policies you have:

Health and Safety

Equalities and Diversity

Insurance

Data Protection

Volunteer Policy

Environmental Policy

Recruitment, Discipline and Grievance Policies

## Section 2 - About your project

### 2.1 Project Name

### 2.2 When will your project take place?

Your project should not start before November 2015

Start date:

(dd/mm/yyyy)

End date:

(dd/mm/yyyy)

### 2.3 Which ward/s is covered by your project?

Dearne North

Dearne South

Both wards

### 2.4 Tell us more about your project

Please tell us about:

- the challenges your project will help to address
- any research you have carried out or other evidence that shows your project is needed
- your consultation with beneficiaries/and or other organisations and people that show your project is needed
- how your project will add to any existing services and fill any gaps

(500 word limit)

### **2.5 Dearne Area Council Priorities and Barnsley Council Priorities**

Please tell us about:

- the Dearne Area Council and BMBC priorities your project will help to address and how it will address them
- examples of activities and interventions to be delivered

(200 word limit)

**2.6 Please indicate who you have consulted with and any other groups and organisations that will be involved in the project?**

**2.7 Beneficiary Involvement**

Please tell us who will be involved in your project and how they will be involved in planning, developing and running your project.

Please tell us about:

- who will be involved in your project (people and organisations)
- if you will be working with any other organisations to deliver your project
- how your beneficiaries (people and organisations) will be involved in;
  - Developing, running and evaluating your project.

**2.8 Social Action and Volunteering**

Please tell us about:

- How your project will promote social action and volunteering
- What social action and volunteering activities will be taking place
- How many volunteers will be involved with your project and what they will be doing
- How you will recruit new volunteers to your project
- How you will measure the impact of social value from your project (for example, number of jobs created, volunteer hours achieved, volunteer opportunities created)

**Section 3 – Monitoring and Evaluation**

The questions you complete in this section will form part of your project monitoring. They will be used to report back to the Dearne Area Council.

Be realistic in the answers you give for your milestones, outcomes, indicators and activity intervention.

**3.1 Milestones**

Please provide a number of key milestones for your project.

Milestone	To be achieved by
For example: Recruitment of staff	May 2014

### 3.2 Outcomes and Indicators

What difference will your project make and by when?

Below, please state the 2-4 outcomes your project will achieve.

The interventions/activities you deliver as part of your project should directly contribute to achieving the project outcomes.

List up to three indicators for each of your project outcomes. For each indicator show the level of change (for example, how many people will benefit) and when you would expect to see that change (for example, after six months).

<b>For example:</b> Outcome: Improved health and wellbeing of young people	<ul style="list-style-type: none"> <li>• Young people taking part in sport and fitness programmes</li> <li>• Improved self-esteem and confidence in young people</li> </ul>	<ul style="list-style-type: none"> <li>• 20 young people</li> <li>• 50 young people</li> </ul>
<b>Outcome 1</b>		
<b>Outcome 2</b>		
<b>Outcome 3</b>		
<b>Outcome 4</b>		

### 3.3 Quarterly Monitoring

Please list the activities/sessions that you have identified in section 3.2 and that you will be delivering as part of your project.

Please complete the table below indicating quarterly targets for each of the interventions/activities listed. The total project target column should be the same as identified in section 3.2

Key:

Quarter 3 – October – December 2015

Quarter 4 – January – March 2016

Quarter 1 – April – June 2016

**T** = Target

**A** = Actual

Activity/Intervention	Quarter 3		Quarter 4		Quarter 1		Total Project target
	T	A	T	A	T	A	
For example: Number of people attending sessions	15		20		20		

### 3.4 Evidence

As part of your monitoring, your milestones, outcomes, activities and interventions will need to be evidenced. Please tell us how you will evidence these, for example, photographs, questionnaires, case studies, attendance lists. Tell us what you will provide on a quarterly basis.

## Section 4 – Equal Opportunities

**4.1** How will you make sure that everyone who could benefit from your project will know about it and be able to get involved?

Your project should be open to as wide a range of people as possible. You need to have thought about how you'll address any difficulties people may have finding out about and using your project. Please tell us how you will do this.

**Section 5 – The funding you need**

**5.1 Budget table**

Complete the table to show us how much your project will cost and what you plan to spend your grant on.

<b>Total project costs – include VAT where applicable</b>			
	<b>Total</b>	<b>Amount requested from the Communities Better Together fund</b>	<b>Funding from other sources</b>
<b>Revenue Costs</b>			
Salaries, NI and pensions			
Recruitment			
General running expenses			
Training			
Travel			
Other – please detail			
<b>Total revenue costs</b>			
<b>Capital Costs</b>			
Equipment – please detail			

<b>Total capital costs</b>			
<b>Total project costs</b>			

**5.2 How does your project represent good value for money?**

**5.3 Project Funding**

If some of the money for your project will come from other sources, please give us the details below.

**Section 6 – Declaration and signatures**

**Data Protection**

If you have applied for, or hold, a grant with us, we will use the information you give us during the assessment of your application and the life of your grant to administer and analyse grants and for our own research purposes.



We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, administering the programme, monitoring grants and evaluating funding processes and impacts.

**Declaration**

We confirm that we are duly authorised to sign this declaration on behalf of the applicant organisation.

We confirm that this application and the proposed project within it has been authorised by the management committee, other governing body or board or, if a statutory organisation by a senior member of staff.

We certify that the information given in this application is true and confirm that the enclosures are current, accurate and adopted or approved by our organisation.

We understand that, if we make any seriously misleading statements (whether deliberate or accidental) at any stage during the application process, or if we knowingly withhold any information, this could make our application invalid and we will be liable to repay any funds.

We confirm our organisation has the legal powers to set up and deliver the project described in this application form.

**Signatory one**

This must be the main contact named in question 1.4 of this form

Title  Forename  Surname

Position  Date

Signature

On behalf of (organisation name)

Home address

**Section 7 – Check your application is complete**

boxes to confirm that:

We have enclosed the relevant documents: constitution, structure, terms of reference.	
The main contact has signed the declaration in section 7	
The chair, chief executive, or person of a similar authority in your organisation has signed the declaration in section 7	
We have enclosed our most recent annual accounts or three months bank statement	
We have enclosed a copy of our child protection and/or vulnerable adults policy	
We have enclosed a copy of our insurance policies (only relevant if applying for capital items)	
We have enclosed a copy of our public liability insurance (for events)	

## Section 8 – Submitting your application form

How to send us your form:

Send your completed form to the postal or email address below. Your application form should reach us no later than (date to be added)

Postal address Dearne Area Team, Goldthorpe Library, Barnsley Road Goldthorpe Rotherham, S63 9NE

Email address [clairedawson@barnsley.gov.uk](mailto:clairedawson@barnsley.gov.uk)

## Appendix Four: Application Form (£5000 - £15,000 Projects)

# Dearne Area Council Dearne Development Fund

Please read the guidance notes before you start to complete this form. We hope that you will find it quite straight forward but please call the Dearne Area Team on Tel. 01226 775106 if you have any questions about the form or application process. We need you to provide us with as much detail as possible about your proposed project to enable the Grants Panel to make a decision. The information contained in this application will form the basis of your Dearne Development Fund contract. It is therefore important that the information you provide in this form is accurate.

### Part One – About your organisation

#### 1.1 What is your organisation's name?

#### 1.2 What type of organisation are you?

- |                                     |                          |                               |                          |
|-------------------------------------|--------------------------|-------------------------------|--------------------------|
| Voluntary or community organisation | <input type="checkbox"/> | Registered Charity            | <input type="checkbox"/> |
| Social Enterprise                   | <input type="checkbox"/> | Not for profit small business | <input type="checkbox"/> |
| Other                               | <input type="checkbox"/> | Local Business                | <input type="checkbox"/> |

Please provide details

#### 1.3 Organisation details

When did your organisation start?

How many people are on your organisation's management committee or board of directors?

Please append the following information to your application where possible. Tick the relevant documents:

- |              |                          |           |                          |                    |                          |
|--------------|--------------------------|-----------|--------------------------|--------------------|--------------------------|
| Constitution | <input type="checkbox"/> | Structure | <input type="checkbox"/> | Terms of reference | <input type="checkbox"/> |
|--------------|--------------------------|-----------|--------------------------|--------------------|--------------------------|

#### 1.4 Who is the main contact for this application?

Name	
Position in the group	
Address	

Postal code	
Telephone number	
E-mail address	

**1.5 Who is the secondary contact for this application?**

Name	
Position in the group	
Address	
Postal code	
Telephone number	
E-mail address	

**1.6 What is your organisation's current financial position?**

Select one option and fill in the amounts from your accounts or projection.

Information from the latest accounts approved by your organisation   
 12 month projection because you've been running less than 15 months

Account year ending Day  Month  Year

Total income for the year  £

Total expenditure for the year  £

Surplus or deficit at the year end  £

Total savings or reserves at the year end  £

**1.7 Child Protection and the protection of young people and vulnerable adults**

If you are applying for a project to work with children, young people or vulnerable adults, you need to be sure they will be safe.  
 As a minimum you must have a relevant policy and the policy must be put into practice. It is your responsibility to have acceptable protection policies and procedures in place.

If your project will be working with one of these groups, tick this box to confirm that your

Organisation has the relevant policies in place

### 1.8 Policies

The policies you need will depend upon your activities, how many people you work with and if you employ staff.

Please confirm which of these policies you have:

Health and Safety	<input type="checkbox"/>	Equalities and Diversity	<input type="checkbox"/>
Insurance	<input type="checkbox"/>	Data Protection	<input type="checkbox"/>
Volunteer Policy	<input type="checkbox"/>	Environmental Policy	<input type="checkbox"/>
Recruitment, Discipline and Grievance Policies	<input type="checkbox"/>		

## Section 2 - About your project

### 2.1 Project Name

### 2.2 When will your project take place?

Your project should not start before November 2015

Your project should be completed by November 2016

Start date:     
(dd/mm/yyyy)

End date:     
(dd/mm/yyyy)

### 2.3 Which ward/s is covered by your project?

Dearne North       Dearne South       Both wards

### 2.4 Tell us more about your project

Please tell us about:

- the challenges your project will help to address
- any research you have carried out or other evidence that shows your project is needed
- your consultation with beneficiaries/and or other organisations and people that show your project is needed
- how your project will add to any existing services or projects and fill any gaps

(500 word limit)

**2.5 Dearne Area Council Priorities and Barnsley Council Priorities**

Please tell us about:

- the Dearne Area Council and BMBC priorities your project will help to address and how it will address them
- examples of activities and interventions to be delivered

(200 word limit)

**2.6 Please indicate who you have consulted with and any other groups and organisations that will be involved in the project?**

**2.7 Beneficiary Involvement**

Please tell us who will be involved in your project and how they will be involved in planning, developing and running your project.

Please tell us about:

- who will be involved in your project (people and organisations)
- if you will be working with any other organisations to deliver your project
- how your beneficiaries (people and organisations) will be involved in;
  - Developing, running and evaluating your project.

**2.8 Social Action and Volunteering**

Please tell us about:

- How your project will promote social action and volunteering
- What social action and volunteering activities will be taking place
- How many volunteers will be involved with your project and what they will be doing
- How you will recruit new volunteers to your project
- How you will measure the impact of social value from your project (for example, number of jobs created, volunteer hours achieved, volunteer opportunities created)

**Section 3 – Monitoring and Evaluation**

The questions you complete in this section will form part of your project monitoring. They will be used to report back to the Dearne Area Council.

Be realistic in the answers you give for your milestones, outcomes, indicators and activity intervention.

**3.1 Milestones**

Please provide a number of key milestones for your project.

Milestone	To be achieved by
For example: Recruitment of staff	May 2014

**3.2 Outcomes and Indicators**

What difference will your project make and by when?



Below, please state the 2-4 outcomes your project will achieve.

The interventions/activities you deliver as part of your project should directly contribute to achieving the project outcomes.

List up to three indicators for each of your project outcomes. For each indicator show the level of change (for example, how many people will benefit) and when you would expect to see that change (for example, after six months).

<b>For example:</b> Outcome: Improved health and wellbeing of young people	<ul style="list-style-type: none"> <li>• Young people taking part in sport and fitness programmes</li> <li>• Improved self-esteem and confidence in young people</li> </ul>	<ul style="list-style-type: none"> <li>• 20 young people</li> <li>• 50 young people</li> </ul>
<b>Outcome 1</b>		
<b>Outcome 2</b>		
<b>Outcome 3</b>		
<b>Outcome 4</b>		

### 3.3 Quarterly Monitoring

Please list the activities/sessions that you have identified in section 3.2 and that you will be delivering as part of your project.

Please complete the table below indicating quarterly targets for each of the interventions/activities listed. The total project target column should be the same as identified in section 3.2

Key:

Quarter 3 – October – December 2015

Quarter 4 – January – March 2016

Quarter 1 – April – June 2016

T = Target

A = Actual

	Quarter 3	Quarter 4	Quarter 1	Total Project target
--	-----------	-----------	-----------	----------------------

Activity/Intervention	T	A	T	A	T	A	
For example: Number of people attending sessions	15		20		20		

### 3.4 Evidence

As part of your monitoring, your milestones, outcomes, activities and interventions will need to be evidenced. Please tell us how you will evidence these, for example, photographs, questionnaires, case studies, attendance lists. Tell us what you will provide on a quarterly basis.

## Section 4 – Equal Opportunities

**4.1** How will you make sure that everyone who could benefit from your project will know about it and be able to get involved?

Your project should be open to as wide a range of people as possible. You need to have thought about how you'll address any difficulties people may have finding out about and using your project. Please tell us how you will do this.

**Section 5 – The funding you need**

**5.1 Budget table**

Complete the table to show us how much your project will cost and what you plan to spend your grant on.

<b>Total project costs – include VAT where applicable</b>			
	<b>Total</b>	<b>Amount requested from the Communities Better Together fund</b>	<b>Funding from other sources</b>
<b>Revenue Costs</b>			
Salaries, NI and pensions			
Recruitment			
General running expenses			
Training			
Travel			
Other – please detail			
<b>Total revenue costs</b>			
<b>Capital Costs</b>			
Equipment – please detail			

<b>Total capital costs</b>			
<b>Total project costs</b>			

**5.2 How does your project represent good value for money?**

**5.3 Project Funding**

If some of the money for your project will come from other sources, please give us the details below.

**5.4 Payment Schedule**

Please note grants under £5000 will be paid in full before the start of your project and grants over £5000 will be paid quarterly.

Please detail how you would like to receive your grant. The total amount should equal the grant amount requested.

	<b>Payment Amount</b>
Quarter 3 – October – December 2015	£
Quarter 4 – January – March 2016	£

Quarter 1 – April – June 2016	
<b>Total Amount</b>	£

**Section 6 – How you will run your project**

**6.1 Project management**

How do you plan to manage your project?

Please tell us:

- about any experiences you have of delivering projects
- about the staff and volunteers on the project
- how you will make sure that the people working on the project will have the right skills and knowledge
- how you will manage your project budget
- what will happen to your project when our grant ends

**Section 7 – Declaration and signatures**

**Data Protection**

If you have applied for, or hold, a grant with us, we will use the information you give us during the assessment of your application and the life of your grant to administer and analyse grants and for our own research purposes.

We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, administering the programme, monitoring grants and evaluating funding processes and impacts.

**Declaration**

We confirm that we are duly authorised to sign this declaration on behalf of the applicant organisation.

We confirm that this application and the proposed project within it has been authorised by the management committee, other governing body or board or, if a statutory organisation by a senior member of staff.

We certify that the information given in this application is true and confirm that the enclosures are current, accurate and adopted or approved by our organisation.

We understand that, if we make any seriously misleading statements (whether deliberate or accidental) at any stage during the application process, or if we knowingly withhold any information, this could make our application invalid and we will be liable to repay any funds.

We confirm our organisation has the legal powers to set up and deliver the project described in this application form.

**Signatory one**

This must be the main contact named in question 1.4 of this form

Title  Forename  Surname

Position  Date

Signature

On behalf of  
(organisation name)

Home address

**Signatory two**

This should be the chair, chief executive or a person of similar authority in your organisation. This person must be different to signatory one.

I confirm that this application and the proposed project within it has been authorised by the management committee or other governing body.

Title  Forename  Surname

Position  Date

Signature

On behalf of  
(organisation name)

Home address

### Section 8 – Check your application is complete

boxes to confirm that:

We have enclosed the relevant documents: constitution, structure, terms of reference.	
The main contact has signed the declaration in section 7	
The chair, chief executive, or person of a similar authority in your organisation has signed the declaration in section 7	
We have enclosed our most recent annual accounts or three months bank statement	
We have enclosed a copy of our child protection and/or vulnerable adults policy	
We have enclosed a copy of our insurance policies (only relevant if applying for capital items)	
We have enclosed a copy of our public liability insurance (for events)	

### Section 9 – Submitting your application form

How to send us your form:

Send your completed form to the postal or email address below. Your application form should reach us no later than (date to be added)

Postal address Dearne Area Team, Goldthorpe Library, Barnsley Road, Rotherham, S639NE

Email address [clairedawson@barnsley.gov.uk](mailto:clairedawson@barnsley.gov.uk)

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**DEARNE APPROACH STEERING GROUP**

**Notes of the Meeting held at the Salvation Army Hall Goldthorpe:  
24 August 2015**

**Core Members Present:** A Fisher (Chair); W Lowder, T Smith; A Sykes; S Cartwright; C Dawson; Cllr M Noble; A Chapman; M Fisher; D Bramham; P Phillips; and E Mussett (notes)

**Core Members Apologies:** M Farran; J Ellor; H Jaggar; J Micheli; A Vint; Cllr Gardiner; Cllr Worton; J Hayes; K Roberts (Community Shop) and A Gollick

<p><b>1.0 Welcome and Introductions:-</b> A round of introductions took place</p>	
<p><b>2.0 Apologies:</b> - As listed above</p>	
<p><b>3.0 Notes of Meeting held 11 May 2015:-</b>  <b>These were accepted as a true record</b>  <b>Matters Arising –</b>  <b>Network Rail –</b> Assurance was given that the condition of the railway bridges will be progressed by the Environmental Working Party as part of the long-term solution to the Railway Bankings.  <b>Camera Surveillance for Charles Street backings:</b> Cllr Noble advised that in the 4 weeks following the erection of the warning notice of fines/camera surveillance no further rubbish has been dropped.  AF advised that the G&amp;B BL have now ordered 4 cameras. It was confirmed that these can be moved around and that the BL T can use any spare capacity with them paying for the cost of re-locating the cameras to where they are needed.  <b>Fly-Tipping Intensive Local Deterrent Publicity campaign –</b> Discussed the offer made by Paul to provide a noticeboard on which details of Court prosecutions and the outcomes could be publicised at a location to be determined by the Steering Group.  It was agreed that EM should respond to PB to say that the Steering Group was concerned that a noticeboard would be vandalised unless it was in a secure location, i.e. inside the library; the money might be better spent on publicising the information in the Chronicle; perhaps local businesses and Working Men’s Clubs could be approached to put up posters inside their premises and that there should be an article on this in the Community Magazine – with information being required by CD by the end of September 15.  <b>Health, Well-Being Quality of Life theme:</b>  The meeting noted that CD is to map the services available across the Dearne and that this information will be communicated in the Community Magazine. (EM to add to actions in the draft action plan for Health.)  WL advised that ‘I  Barnsley’, funded through the Prime Minister’s Challenge Fund, is exploring ways of improving access to GP’s by piloting initiatives in the Town centre and Wombwell. WL to provide EM with the briefing note for circulation with the notes from the meeting.  The meeting commented that access to the GP’s had been high on the agenda</p>	<p>EM</p> <p>EM</p> <p>CD EM</p> <p>WL/ EM</p>

<p>following the Turning Point research and although there had been some improvement things were now worse than ever. With particular issues being the need to have access to a phone at 7.30am in the morning in order to get an emergency appointment and the onus being on the patient to make contact to book appointments with other services.</p> <p>It was agreed that CCG representatives should be invited to the next meeting to help unpick the issues. WL to provide contact details and EM to send out the invites.</p>	<p><b>WL/ EM</b></p>
<p><b>Jobs, Education, Skills and Training theme</b></p> <p><b>Support to Local Businesses</b> – Feedback was provided on the response from Steve Crofts following the request for local facilities signage on the by-pass from local businesses in order to draw trade back into the towns. EM to circulate the e-mail response from Steve with the notes of the meeting.</p>	<p><b>EM</b></p>
<p>Discussed were the limitation on signs that can be displayed on the Highway – questions were raised about signs on other pieces of local authority land adjacent to the Highway, or on trailers etc. It was agreed that the Steering Group Chair would e-mail Steve Crofts asking for further information and some details on costs.</p>	<p><b>AF</b></p>
<p>It was confirmed that businesses in Goldthorpe have been in contact with Cllr Noble requesting support. It was agreed that DB would make contact with the businesses in Thurnscoe to see if they were experiencing similar issues.</p>	<p><b>DB</b></p>
<p>With respect to the desire to support Local Businesses it was agreed that CD would consider potential to support small local businesses by building on the survey carried out in the South Area.</p>	<p><b>CD</b></p>
<p><b>G &amp; B Big Local Skills Workshop – Links with DWP</b> - AF advised the meeting that she had checked with Ray Stables and Janet Fletcher and confirmed that they had already made contact with Joanne Dearnley from the DWP.</p>	
<p><b>Community Licence Scheme</b></p> <p>CD advised that following a meeting with Matt Bell in Waste Management a pilot scheme was in the process of being developed in partnership with a nominated community group. Discussions were on-going as to who the most appropriate group to be responsible for this should be. The meeting was informed that anyone transporting waste did need to get a waste carriers licence from <a href="http://www.gov.uk">www.gov.uk</a> website and that there was a financial penalty of £5,000 if anyone was caught without one.</p>	
<p>The principles of the proposed scheme are that:</p> <ul style="list-style-type: none"> <li>• Working with the ‘responsible’ organisation access will be allowed to the Household waste recycling site for the disposal of waste collected by community groups;</li> <li>• The limitation on the size of vehicle accessing the site will still apply but a van up to the size of a normal transit van would be permitted;</li> </ul> <p>Clarification will be requested on whether it is a particular vehicle that needs to be registered or if it is the person accessing the site?</p> <ul style="list-style-type: none"> <li>• Waste Services wish to pilot this and will monitor how the scheme works in practice;</li> <li>• Waste Management had expressed concerns about the health and safety</li> </ul>	<p><b>CD</b></p>

<p>of volunteers willing to support this initiative and have offered to provide training on manual handling, needles, and the legalities of accessing private land. This is to be progressed as part of the initiative.</p>	<p><b>CD</b></p>
<p><b>4.0 Over-Archiving Community Plan</b>  It was agreed that to ensure that the community is able to influence the work of the themes that it was essential to build in a community link persons from the Steering Group for each theme.  The meeting considered that the next step was to identify the Lead and Community Link for each of the themes with the following being agreed:</p> <p><b>4.1 Housing Theme</b></p> <ul style="list-style-type: none"> <li>▶ Theme Lead – Sarah Cartwright, BMBC Housing and Energy Services</li> <li>▶ Community Link – Mark Fisher, Chair of the G &amp; B Big Local</li> </ul> <p><b>4.2 Environmental Theme</b></p> <ul style="list-style-type: none"> <li>▶ Theme Lead – Manager from Transport and Environment – EM to contact Matt Bell to request that a suitable manager is nominated</li> <li>▶ Community Link – April Fisher, Chair of the Dearne Approach SG</li> </ul> <p><b>4.3 Health and Well-being Theme</b></p> <ul style="list-style-type: none"> <li>▶ Theme Lead – Wendy Lowder, Service Director, Stronger, Safer, Healthier Communities BMBC</li> <li>▶ Community Link – Alison Sykes, Salvation Army Officer</li> </ul> <p><b>4.4 Jobs Education Skills and Training Objectives</b></p> <ul style="list-style-type: none"> <li>▶ Theme Lead – Tom Smith, Head of Employment and Skills, BMBC</li> <li>▶ Community Link – the meeting proposed Annette Gollick in her absence, in view of her success with the training initiative at the library. EM to contact Annette to ask if she would be willing to take on this role.</li> </ul> <p>The meeting then discussed what else needed to be considered in order to support the Theme Leads and Community Links in the establishment of the themes and in the on-going monitoring and reporting of progress. These included help with:</p> <ul style="list-style-type: none"> <li>▶ Establishing lists of key Steering group contacts; and a list of supporting contacts</li> <li>▶ Establishing how the theme would work and whether there was any need for actual meetings, or if existing groups could be utilised to share and report on the information of interest to the Steering group or if the best method of communications would be through e-mail and phone contact.</li> <li>▶ Establishing the agreed objectives and targets for 2015/15 and 16/17 – based on the initial drafts considered and discussed at the Steering Group meeting held in July 2015.</li> <li>▶ Establishing a consistent monitoring process and schedule –it was suggested that this should be quarterly with 2 themes reporting into each Steering Group meeting presented by the Theme Lead and Community Link. It was also considered that what really needs to be reported are the exceptions, particularly the barriers being experienced and requests for support for the wider group and that a simple Red, Amber, Green, (RAG) system could be used to track process, and perhaps comments on positive publicity. It was agreed that potential this information could be shared in advance of the</li> </ul>	<p>EM</p> <p>EM</p>



bed completed, 1 built awaiting planting and the walkway is still to be finished.

- **Small Grants Awards**- the 6 local groups awarded £250 to carry out activities to benefit the community received their awards at the Beach party.

## 5.2 Goldthorpe and Bolton Big Local – Mark Fisher (GB BL Chair)

- **Bounce into Summer Day** - Held 12 August on the land in front of the Playhouse was a roaring success. They had catered for 200 free picnics and ice creams but handed out 800 wrist bands, (and ran out). It was noted that local community groups had also been supported through this activity with the Goldthorpe Development Group raising funds and the Dearne Playhouse being open for the facilities and their bar was completely sold out. It was such a success that GB BL will look to support it again next year on an even bigger scale.
- **Community Café** – This is being developed in the Carnegie building in Bolton on Dearne and is moving forward. It was noted that a full stainless steel catering kitchen has been donated.
- **CCTV Cameras** – 4 cameras are to be purchased and the support of Allan Sneddon on this project was particularly acknowledged. The technology for these cameras is an improvement on the ones already in use as the images can be downloaded on to a laptop from anywhere. 2 community members will be trained to do the downloading, although the downloading does have to be done under police supervision.
- **Raptor Conservation:** A donation has been made of £300 for new boxes and perches for a bird of prey conservation group that attends community events to publicise the work that they do.
- **Housing** – BCB are working with GB BL to establish a Community Interest Company and have already started the process to purchase 4 properties. These will be renovated by local apprentices; the aim is for the apprentices then to move onto the new build scheme at the Dearne Playhouse and the renovation works at the Enterprise Centre which will hopefully provide them with at least 18 months/2 years work experience. The properties are to be rented out through the Berneslai Homes Property Management Service. It was agreed that MF would provide SC with a list of the addresses of the properties to be purchased.
- **Community Cinema** – It was acknowledged that this is a joint initiative with BL T. It has now re-launched at the Dearne playhouse. The next showing will be 50 Shades of Grey and then the family movie Big Hero 6 will be shown as a free community event movie. The Playhouse is also organising Geek afternoons where cult movies will be shown back to back. It is hoped that these will bring people into Goldthorpe and that they could then be directed to the shops on the High Street to purchase refreshments etc. The GDG are also planning on running pensioner afternoons showing old movies and local Film Archive footage with teas and coffees being provided.

## 5.3 Dearne Playhouse – Cllr Noble

- A new Trustee board is to be set up now that the facility has been handed over to a Community Interest Organisation and April Fisher has been asked to join the new Board of Trustees

MF

<ul style="list-style-type: none"> <li>• The devolved Ward Budget has provided funding to build up data on what people want to see it used for.</li> <li>• There is the potential for it to be used for National Citizen Service giving 30 hours of experience in developing workforce relevant skills – a role profile for this is being developed.</li> <li>• It was noted that Bethany Sykes had been recruited as a volunteer and that this had been featured on the front page of the Chronicle; and</li> <li>• The C-Beebies show being sponsored by GDG was promoted</li> </ul>	
<p><b>5.4 Goldthorpe Development Group – Cllr M Noble</b></p> <ul style="list-style-type: none"> <li>• The car boot market being held at Goldthorpe has been a tremendous success and the trial is being extended for 3 months. It is having a knock on effect in the town centre with Cooplands reporting that Sunday is now their best day of the week. MN also reported that the sale of produce from the Community Allotment has raised over £200 which will cover the cost of purchasing seeds for next year.</li> <li>• GDG are planning to put on a Christmas lunch for the lonely and isolated.</li> <li>• A secure lock-up is needed and it was suggested that Andy Mills may be able to help with this.</li> </ul>	<p>??</p>
<p><b>5.5 Landlords Network – Alan Chapman / Elaine Mussett</b></p> <ul style="list-style-type: none"> <li>• Cllr Noble asked if the minutes from the Landlords meetings could be circulated to the Steering Group with the calling notice.</li> <li>• EM provided an update on the positive working party of landlords and waste management held on 4 August which has resulted in a landlord representative and Graham Young working on developing a commercial offer for landlords. GY has also been in touch with the education liaison officer from Shanks (the contractor responsible for the waste facility at Manvers) requesting some focused work to be delivered in the Dearne. CD asked that the Area Council be linked into any activities to be delivered in the Dearne. The meeting discussed the particular problems in the vicinity of the ASDA and it was suggested that maybe the supermarket could do more to educate customers. AF advised that she would pick this up with ASDA when she meets with them.</li> <li>• The landlords have also identified that there is always a problem with excess waste after Christmas, particularly food and cardboard and they have suggested that action should be taken now in order to minimize the problem. They had suggested that there could be a community skip initiative developed and programmed for early in the New Year. The meeting discussed these issues in some detail and it was suggested that some of the problems could be overcome if people managed their waste better through a campaign to encourage ‘crush your cardboard’ and ‘flatten your tins’. As well as possibly supporting people to share any spare capacity in their bins with neighbours with perhaps stickers saying ‘Prepared to Share’ that people could put on their bins to let neighbours know that they could put their bagged excess waste in it? Suggestions to be shared with GY in waste management.</li> </ul>	<p>EM</p> <p>EM</p> <p>AF</p> <p>EM</p>
<p><b>5.6 Salvation Army – Alison Sykes Officer</b></p> <ul style="list-style-type: none"> <li>• AS noted that over the summer there has been an increase in the number of</li> </ul>	



<p>families with starving children coming in for food and that there is an increased demand for food parcels. However, she also reported that the Trussells Trust had provided her with parcels for 9 families and only 3 had been collected and it was concerning that these families who really needed help were not taking up the support that was being offered to them.</p> <ul style="list-style-type: none"> <li>AS also made a request for sleeping bags, flasks, torches and batteries for people who were presenting themselves to the Salvation Army as homeless.</li> <li>The job club is going great and SY passenger transport are now providing Alison with free bus passes to enable people to get transport to attend job interviews.</li> </ul> <p><b>5.7 Area Council – Claire Dawson</b></p> <ul style="list-style-type: none"> <li><b>Clean and Tidy Service</b> – has been commissioned and CD is providing an initial programme of action based on the already identified hotspots with ward members being involved in developing this programme going forward.</li> <li><b>Bulky Rubbish Collection Service</b> – this is now up and running but as the funding is limited in the short term hot spot areas will be targeted and the demand for the service will be monitored closely.</li> <li><b>Coalfields Regeneration Trust</b> - has employed a community development worker for the Dearne and is working with the Area Council to address the need to improve the skills of local groups, particularly around submitting funding applications etc.</li> </ul> <p><b>5.8 Housing Update – Sarah Cartwright</b></p> <ul style="list-style-type: none"> <li><b>Beever Street</b> – negotiations are on-going</li> <li><b>Options and Feasibility Study</b> – Jane Ripley from Housing is to hold an initial meeting with key stakeholders to consider how to approach the wider consultation from an area profiling and spatial planning perspective.</li> <li><b>Dearne Playhouse Development</b> – CRT are to submit their planning proposal at the end of August.</li> <li><b>Accreditation Service and Private Sector Management Service</b> – SC to invite Richard Kershaw to attend the next meeting to give an update.</li> <li><b>Private Rented Sector Issues</b> – acknowledged the importance of working collaboratively with landlords with Haydn Spedding being a landlord rep on the Strategic Housing Board. With respect to dealing with the absent/irresponsible landlords SC confirmed that the case for selective licencing is being developed with this being one of the Sheffield City Region Devolution 'Asks'.</li> <li><b>Infill sites</b> – Future investment proposals - the feasibility plans to develop new council dwellings in partnership with Berneslai Homes are on-going.</li> <li><b>Local Plan – Statement of Community Involvement consultation</b> – the link below will take you to the section on the council's web-site which sets out how planning are proposing to engage with local communities: communities <a href="http://consult.barnsley.gov.uk/portal/development/planning/sci/sci">http://consult.barnsley.gov.uk/portal/development/planning/sci/sci</a></li> </ul>	<p>SC</p>
<p><b>6.0 Any Other Business:</b></p> <p><b>Railway Bankings Working Party</b> - EM explained that due to holiday conflicts she had been unable to set up the initial meeting but had met separately with Allan Sneddon who had advised on the activities that had already been implemented and</p>	

<p>some of the solutions that had previously been proposed. He suggested that the initial meeting should be with community organisations representatives and local service providers and that this group should come up with the 'asks' to be made of Network rail. Meeting to be set up by EM who clarified that representatives for this meeting would be requested from: Goldthorpe and Bolton Big Local; Goldthorpe Development Group; Safer Neighbourhood team; Waste Management team ; Area Council team and the commissioned Enforcement &amp; Investigations officers. Alan Chapman expressed an interest in being involved in this working party and EM to ensure that he is invited.</p>	<p><b>EM</b></p> <p><b>EM</b></p>
<p><b>7.0 Date of Next Meeting – 2 November 2015</b></p>	
<p><b>8.0 Dates of Future Meetings – All to be held at 4pm in the Salvation Army Hall</b></p> <p>11 January 2016                      14 March 2016                      9 May 2016</p>	



**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**Dearne Area Council Meeting:**

**Agenda Item 8**

**Report of Dearne Area  
Council Manager**

**Dearne Area Ward Alliance Notes**

**1. Purpose of Report**

1.1 This report appries the Dearne Area Council of the progress made by each Ward in relation Ward Alliance action plans and review of the priorities.

**2. Recommendation**

2.1 That the Dearne Area Council receives an update on the progress of the Dearne North and South Ward Alliances for information purposes. Members are reminded of requirement for Ward Alliance minutes to the 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 (Cab.21.11.2012/6), Devolved Budget arrangements (Cab16.1.2013/10.3), Officer Support (Cab.13.2.2013/9) 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 The Dearne South Ward Alliance is due to meet the 3<sup>rd</sup> week of September 2015. Therefore papers could not be submitted to the Area Council. One to one meetings with alliance members have been arranged in order to discuss the assessment plan and rearrange meetings days and time.

4.2 This report includes notes of Dearne North Ward Alliance that was held on the 28<sup>th</sup> July, 2015. The meeting was very positive and the self-improvement and self-assessment plans were reviewed against the priorities.

**Appendix One: Dearne North Ward Alliance Meeting notes:**

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

**Officer Contact:  
Claire Dawson**

**Tel. No:  
01226 775106**

**Date:  
July 2015.**

## Appendix One

### Notes from the Dearne North Alliance Meeting

28<sup>th</sup> July 2015 - 10am Goldthorpe Library

#### 1. Present:

Cllr Worton (Chair), Cllr Gardiner, Derek Bramham (Resident), Pauline Phillips (Thurnscoe Park), Annette Gollick (Resident & new member), Marie Sinclair (Dearne Area Team), Lisa Lyon - Observer (Dearne Area Team)

#### 2. Apologies:

Andrew Hailey, Sandra Pennington, Alison Sykes, David Perry, & Charlotte Williams

#### 3. Notes of previous meeting / matters arising

As the previous meeting was not quorate notes were taken which have been certified at today's meeting by Cllr Worton & seconded by Pauline Phillips, it was also noted that apologies from Derek Bramham needed to be added on to the last notes too.

Community networking event held on the 17th June Dearne Playhouse had excellent feedback from groups & residents, several Alliance members had a presence at the event and really excelled themselves in not only showcasing the work that's been done in the community over the past 12 months but equally consulting with the community about the priorities and whether these should be reviewed. The Area Team wanted to thank David Perry for taking part and helping with the discussions with the local community too.

Pauline gave an update on the Thurnscoe Park in bloom, adding that all was going well until the spraying of weeds also killed a row of flowers but this was because they came a few days before judging took place, not afterwards. The results will be in shortly, which Pauline will keep everyone informed.

The self-assessment improvement plan is on the agenda.

Marie has been out and about talking to several Alliance members to get everyone's input into the improvement plan and Action plans.

#### 4. Funding applications

Checklist toolkit forms were handed out before the meeting to ensure questions and discussions about the applications could be made & checked before the overall decision.

**Scout application for £6000** (split 50/50 with Dearne South) for roof insulation was discussed and put on hold – it was unanimously agreed that they will invite the group to the next meeting to enable open discussions about their funding and how they can help with social action against some of the ward priorities.

**Thurnscoe Institute Cricket Club** requested **£1620.00** for a white sight screen 4.5mtr x 4.25mtr. The screen enables the batsmen to see the ball. The screen would be used by their 2 senior teams and junior section – all agreed (Mark has agreed to ensure their volunteer hours will help in the community with social action against one of the Alliance priorities - **unanimously agreed**

**The Ship FC** requested **£780.00** (a newly formed football group) that was looking to seek funding to help with start-up costs, for kit, balls, cones, paint, and general training equipment, this application came through the generic Dearne email address, Marie is to make contact with the group to keep them in the loop with the Alliance/Area Council etc and the priorities within the Dearne area - **unanimously agreed**

## 5. Self-assessment improvement plan

The improvement plan was distributed to all members with their opinions/actions & decisions all been discussed and approved, opinions from some of the members that had put in their apologies by Marie Sinclair visiting them individually were also included.

Breakdown of improvements suggested & actioned: Cllr Worton informed the members what they required to be quorate, and how many members needed to be in attendance, another option was the possibility recruiting more members to increase the numbers of attendance at meetings, Cllr Worton highlighted the importance of existing members on the Alliance and what kind of work that's required and their role within it – DN Alliance members to attend summer/winter events to promote the work of the Alliance & try to recruit local residents.

The Alliance is to look at establishing a working group or work as an Alliance to help address the issues against the Ward priorities, allocate tasks for individual members using their key strengths and skills. The next agenda item is about how to draw up an action plan which sets out how they can achieve these priorities & who will be involved in this.

Marie advised the Alliance on an option of handing out to new & existing members a welcome pack which includes descriptions of Ward Alliance members and provide a new pack after recruiting any new members, after a short discussion they all agreed to attend 'working together workshop' with new & existing Alliance members to run through the works carried out by the Dearne Area Council, the Ward Alliances, what their individual roles are, how this feeds into the Dearne Neighbourhood Network & the 'love where you live' campaign with the whole of the Dearne. – Marie to bring this to the next meeting.

Another option for any new members 'introduction' onto the Ward Alliance is to initially meet the Chair & Area team person to have a one to one briefing session prior to attending the first Ward Alliance meeting, then to invite them to observe the next meeting to get a better feel and understanding of that.

## 6. Action plans (see appendix)

## 7. AOB

Devolved Ward Budget update:

To fit in with the action plans (as above) a regular update from The Dearne Area Team will enable the Alliance members to understand how the priorities in the area are met.

The Bulky Rubbish scheme would be implemented within the next 4 weeks; Cllr Worton asked if Marie could send the information out via social media & the neighbourhood network. Lisa Lyon is currently devising a poster/information sheet. Lisa advised the group on what the scheme was about (The scheme is to provide a bulky rubbish collection across the Dearne for a period six month. The project will allow households to have up to 4 bulky items removed and disposed of at no cost to the tenant.

Fit Reds (split 50/50 with Dearne South) is a programme that allows males from 16+ to attend weekly 2 hours sessions for 9 weeks where they will learn about diet, nutrition and men's health issues. The men will be monitored and body measurements taken and monitored for the duration of the programme. After 9 weeks, the men also have the option of maintaining their fitness gains through attending any of the veteran's sessions which are delivered throughout the borough.

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**BARNSELY METROPOLITAN BOROUGH COUNCIL  
DEARNE AREA COUNCIL 14<sup>th</sup> September 2015**

**Report of the  
Dearne Area Council Manager**

**Update on Ward Alliance Fund and Devolved Ward budget spend**

**1.0 Purpose of Report**

- 1.1 This report seeks to inform Members about agreed spend to date from Devolved Ward Budgets and Ward Alliance Funds within the Dearne Area.

**2.0 Recommendations**

- 2.1 **That the Dearne Area Council receives the Devolved Ward Budget and Ward Alliance Fund Report and notes any spend to date for the Wards of Dearne North and Dearne South.**

**3.0 Introduction**

- 3.1 This report is set within the context of decisions made with regards to Devolved Budget and Ward Alliance Fund arrangements (Cab16.1.2013/10.3).
- 3.2 In considering projects for the use of the Devolved Ward Budget and Ward Alliance Funds, Members are satisfied that the projects identified meet a recognised need for the Ward, are in the wider public interest, and represent value for money.

**4.0 Commitments to Date**

- 4.1 Appendix one shows a breakdown of committed spends from 1<sup>st</sup> April 2015 to September 2015, remaining allocation to be and total allocations and projects for 2015/16 by Ward and by fund.
- 4.2 To date, the Dearne North Ward has allocated £6840.61 of its £10,109.49 Devolved Ward Budget allocation, leaving £3268.88 unallocated. Dearne North have also allocated £2010.00 of its Ward Alliance funding, leaving £11928.85 unallocated for 15/16. Further The Dearne North Ward has £1,267.25 of Public Health Funds remaining.
- 4.3 To date, the Dearne South Ward has allocated £5403.50 of its Devolved Ward Budget allocation, leaving £4196.64 unallocated. Dearne South have allocated £3190.00 of its Ward Alliance funding leaving £10470.80 unallocated for 15/16.

**Appendices**

Appendix One: Dearne North and South Ward Alliance and Devolved Ward Budget update.

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Dearne Area Council Manager

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**Date:**  
14<sup>th</sup> September

## Appendix One

### Dearne Area Council (August 2015) Update

#### Devolved Ward Budget Overview

The Dearne Area Council has a Devolved Ward Budget grant allocation of £19,709.63 for the 2015-2016 financial year.

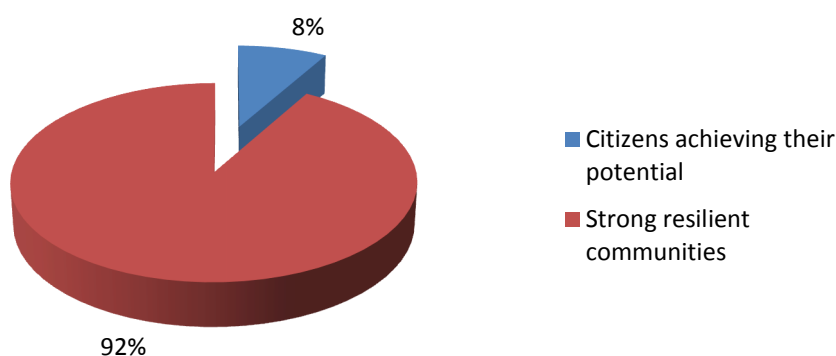
This allocation, broken down by Ward below, is made up of a £10,000 allocation for 2015-2016, and a subtraction of £290.37 from an over-commitment from the 2014-2015 financial year.

<b>2015/2016 DEVOLVED WB</b>	<b>Carry Forward 2014- 15</b>	<b>2015-16 allocation</b>	<b>Full 2015-16 Allocation</b>
<b>DEARNE</b>	<b>- £ 290.37</b>	<b>£ 20,000.00</b>	<b>£ 19,709.63</b>
Dearne North	£ 109.49	£ 10,000.00	£ 10,109.49
Dearne South	- £ 399.86	£ 10,000.00	£ 9,600.14

To date, the Dearne Area Council has allocated £12,244.11 of its £19,709.63 Devolved Ward Budget allocation, with £ 11,007.00 of this commitment being charged.

<b>2015/2016 DEVOLVED WB</b>	<b>Allocation</b>	<b>Committed spend</b>	<b>Charged spend</b>	<b>Allocation remaining</b>
<b>DEARNE</b>	<b>£ 19,709.63</b>	<b>£ 12,244.11</b>	<b>£ 11,007.00</b>	<b>£ 7,465.52</b>
Dearne North	£ 10,109.49	£ 6,840.61	£ 5,990.61	£ 3,268.88
Dearne South	£ 9,600.14	£ 5,403.50	£ 4,903.50	£ 4,196.64

A breakdown of how these allocations for both the Dearne North and South wards support the Corporate plan priorities is below:



To date, the Dearne North Ward has allocated £6,840.61 of its £10,109.49 Devolved Ward Budget allocation. To date, £5,990.61 of this has been charged to the Ward.

<b>Devolved Ward Budget Project</b>	<b>Allocation</b>	<b>Charged spend</b>	<b>Allocation remaining</b>
Safety for elderly with the aid of rollators	£650.00	£650.00	£9,459.49
Clean up of Tudor Street Carpark	£437.11	£437.11	£9,022.38
Replacement bin at Cooplands Bakery in Thurnscoe	£350.00		£8,672.38
Bulky Rubbish collection ( 50:50 split with Dearne South)	£500.00		£8,172.38
Fit Reds Programme (50:50 split with Dearne South)	£1,903.50	£1,903.50	£6,268.88
Children's School holidays & after school activities ( 50:50 split with Dearne South)	£500.00	£500.00	£5,768.88
Transforming the Dearne Playhouse ( 50:50 split with Dearne South)	£2,500.00	£2,500.00	<b>£3,268.88</b>

To date, the Dearne South Ward has an allocation of £9,600.14 to allocate due to an over-spend of £399.86 in the 2014-15 financial year. They have committed £5,403.50 of this Devolved Ward Budget allocation. To date, £4,903.50 of this has been charged to the Ward.

<b>Devolved Ward Budget Project</b>	<b>Allocation</b>	<b>Charged spend</b>	<b>Allocation remaining</b>
Bulky Rubbish collection ( 50:50 split with Dearne North)	£500.00		£9,100.14
Fit Reds Programme (50:50 split with Dearne North)	£1,903.50	£1,903.50	£7,196.64
Children's School holidays & after school activities ( 50:50 split with Dearne North)	£500.00	£500.00	£6,696.64
Transforming the Dearne Playhouse ( 50:50 split with Dearne North)	£2,500.00	£2,500.00	<b>£4,196.64</b>

### **Ward Alliance Fund Budget Overview (Includes Public Health Funds)**

The Dearne Area Council's Ward Alliance has a Ward Alliance grant allocation of £27,599.65 for the 2015-2016 financial year.

This allocation, broken down by Ward below, is made up of a £20,000 allocation for 2015-2016, and carry forward allocation of £7,599.65 from the 2014-2015 financial year.

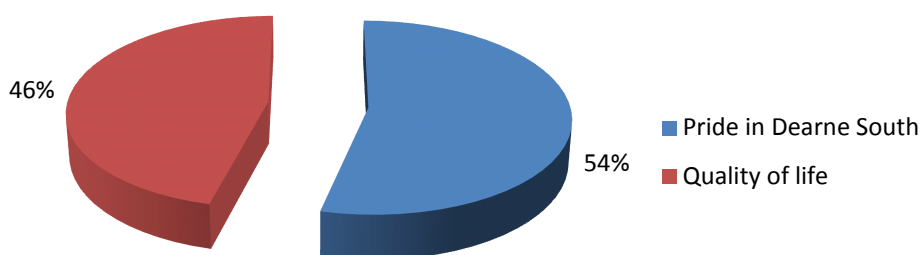
<b>2015/2016 Ward Alliance</b>	<b>Carry Forward 2014-15</b>	<b>2015-16 allocation</b>	<b>Full 2015-16 Allocation</b>
<b>DEARNE</b>	<b>£ 7,599.65</b>		<b>£ 27,599.65</b>
<b>Dearne North</b>	£ 3,938.85	£10,000.00	£ 13,938.85
<b>Dearne South</b>	£ 3,660.80	£10,000.00	£ 13,660.80

To date, the Dearne Area Council's Ward Alliances have allocated £5,200 of their £27,599.65 Ward Alliance allocation, with £3,900 of this commitment being charged.

<b>2015/2016 DEVOLVED WB</b>	<b>Allocation</b>	<b>Committed spend</b>	<b>Charged spend</b>	<b>Allocation remaining</b>
<b>DEARNE</b>	<b>£ 27,599.65</b>	<b>£ 5,200.00</b>	<b>£ 3,900.00</b>	<b>£ 22,399.65</b>
Dearne North	£ 13,938.85	£ 2,010.00	£ 2,010.00	£ 11,928.85
Dearne South	£ 13,660.80	£ 3,190.00	£ 1,890.00	£ 10,470.80



A breakdown of how these allocations are supporting both of the Ward priorities is below:



The Dearne North Ward has allocated £2,010 of its £13,938.85 Ward Alliance allocation. The Dearne North Ward has £1,267.25 of Public Health Funds remaining which is included in the total allocation for 2015/16

The projects declared a total number of 2092 volunteer hours, which equates to the equivalent monetary value of £23,200.28

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
The Ship – Setup & continuation (Split 50:50 with Dearne South)	£ 390.00	£390.00	£13,548.85
Thurnscoe Institute Cricket – Sight Screen	£ 1,620.00	£1,620.00	<b>£11,928.85</b>

The Dearne South Ward has allocated £3,190 of its £13,660.85 Ward Alliance allocation. The Dearne South Ward has no Public Health Funds remaining.

The projects declared a total number of 502 volunteer hours, which equates to the equivalent monetary value of £5,567.18

Ward Alliance Fund Project	Allocation	Charged spend	Allocation remaining
Comrades FC – Second Hand Mower	£1,500.00	£1,500.00	£12,160.85
Dearne Cricket Club – Maintenance of cricket field grounds	£1,300.00		£10,860.85
The Ship – Setup & continuation (Split 50:50 with Dearne North)	£ 390.00	£390.00	<b>£10,470.85</b>

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