

# Public Document Pack



<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday, 25 July 2016
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1, Barnsley Town Hall

## AGENDA

- 1 Declarations of Pecuniary and Non-Pecuniary Interests

### Minutes

- 2 Minutes of the North Area Council meeting held on 6th June 2016 (*Pages 3 - 8*)

### Items for Information

- 3 Opportunities for Young People Project Development (*Pages 9 - 20*)

### Performance

- 4 Commissioned Project Update (*Pages 21 - 38*)
- 5 Financial Update (*Pages 39 - 42*)

### Items for Decision

- 6 Economic Regeneration - Project Development Update (*Pages 43 - 50*)

### Ward Alliances

- 7 Report on the use of Devolved Ward Budget and Ward Alliance Funds (*Pages 51 - 58*)
- 8 Notes from the following Ward Alliances (*Pages 59 - 74*)

Darton East – held on 12<sup>th</sup> May and 9<sup>th</sup> June 2016

Darton West – held on 6<sup>th</sup> June and 11<sup>th</sup> July 2016

Old Town – held on 8<sup>th</sup> June 2016

St Helen's – held on 9<sup>th</sup> June 2016

To: Chair and Members of North Area Council:-

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

Area Council Support Officers:

Tom Smith, North Area Council Senior Management Link Officer

Phil Hollingsworth, Lead Locality Officer

Rosie Adams, North Area Council Manager

Elizabeth Barnard, Council Governance Officer

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Friday, 15 July 2016

<b>MEETING:</b>	North Area Council
<b>DATE:</b>	Monday, 6 June 2016
<b>TIME:</b>	2.00 pm
<b>VENUE:</b>	Meeting Room 1, Barnsley Town Hall

## MINUTES

### Present

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

### 1 Appreciation

Councillor Leech gave thanks to Councillor Burgess as outgoing chair, praising her hard work in establishing North Area Council and helping it develop to its current position. This sentiment was echoed by those Members present.

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

Councillor Burgess declared a non-pecuniary interest in minute numbers 6 and 9 as a trustee of Barnsley Citizen's Advice Bureau.

### 3 Minutes of the North Area Council meeting held on 4th April 2016

The Area Council received the minutes of the previous meeting held on 4<sup>th</sup> April, 2016.

With regards to minute 58, the development of a pilot project to establish the needs of small businesses, it was noted that a meeting was to be held imminently to progress this,

**RESOLVED** that the minutes of the North Area Council meeting held on the 4<sup>th</sup> April, 2016 be approved as a true and correct record.

### 4 Clean and Green Project Update

Neil Spencer and Martyn Hall from Anvil CIC were welcomed to the meeting to present progress on the Clean and Green commission.

Work had commenced in late September, early October 2015, but much of the winter had been used to build relationships within the area. Within the second quarter the team had been more active in engaging the community to improve areas with a 'doing with' approach. This had included working with existing groups but also beginning to nurture and stimulate new groups.

To date 103 volunteers had been engaged and a total of 603 bags of waste collected. Members were made aware of work with schools in the area to engage young people and a number of activities had been planned for the summer holidays.

The meeting heard about a number of activities planned throughout the North area, and also links with Coalfields Regeneration Trust and with Barnsley College to develop skills and employability.

It was suggested that it would be useful for the details of groups and individuals engaged be circulated to Members, and it was noted that in the future volunteering hours would also be collated.

Members gave thanks for the positive impact the commission was making, and complemented the team on their engagement of residents in improving the community.

**RESOLVED that:-**

- (i) Thanks be given to Neil Spencer and Martyn Hall for their attendance;
- (ii) Details of groups engaged be circulated to Members;
- (iii) Moving forward the volunteer information collected be more tangible.

## **5 Data Review**

Liz Pitt, Research & Business Intelligence Manager, was welcomed to the meeting to give a presentation on the most recent data for the area, linked to the Area Priorities.

A caution was given highlighting issues with using data at a very small level; due to low numbers there could be considerable variation.

Members were made aware of current population estimates within the area and the proportion of residents who were ethnic minorities. Also considered was the deprivation in the area using data from the Indices of Multiple Deprivation, noting that 16% of the North Area was within the 10% most deprived area in England. Changes in deprivation between 2010 and 2015 were discussed, noting that the two sources of data were not directly comparable.

Members noted the changes over time and also the significance of health deprivation and disability in the overall figures.

The meeting was presented with information relating to poverty in the area, and it was noted that 21% of children aged under 16 in the North Area lived in low income families, compared to 24% in Barnsley. However, there was significant variation within the North Area itself.

With regards to environmental data, the meeting considered the number of dog fouling and litter incidents, recognising that these were only those that had been recorded by Neighbourhood Services. It was noted that incidences of fly-tipping had increased in all Area Councils apart from North, though Members said that this did not resonate with their experiences locally.

Presented were the causes of death between 2009 and 2013, and it was noted that cardiovascular diseases and cancer figured highly. The risk factors for health were noted, with smoking, high blood pressure and high cholesterol being the three main risks. With regards to smoking prevalence it was noted that rates were lower in the North Area than was average in Barnsley. However, Members acknowledged the high rates of smoking in pregnancy in the St. Helen's ward.

Excess weight in children was discussed and it was noted that there was a general upward trend in 4-5 year olds, but no consistent trend in 10-11 year olds, though rates were thought to be generally high.

Members went on to consider data relating to the economy in the area, and heard how the percentage of working age population had generally reduced over the past two years, however the number of new business starts had been declining year on year since 2010.

The meeting received information on the academic performance of young people both resident and in schools in the area, and went on to consider levels of NEETs in the area, noting a decrease in Barnsley as a whole, and in each of the Wards of the North Area.

Thanks were given for the presentation, and it was agreed to share the contents of the presentation with Ward Alliances in the area. It was also suggested that more information at a Ward level would be useful for Members.

## **6 Commissioned Project Update**

The item was introduced by the North Area Council Manager. Members attention was drawn to recent quarterly report submitted by Kingdom Security. During the final quarter 128 Fixed Penalty Notices had been issued with 10 of these being for dog fouling, and the remaining for littering. A further 32 notices had also been issued for parking violations. As a result the Area Council had received £70,765 income.

The meeting discussed administration costs associated with Parking Charge Notices. It was noted that any costs associated with the processing of Fixed Penalty Notices was covered in the Service Level Agreement with Community Safety and Enforcement, this was not the case for Parking Charge Notices.

The meeting then went on to consider the performance of the contract with CAB and DIAL. Members noted the sessions being held in each Ward, and the 251 people who had already accessed the service this quarter, leading to a total of 456 client contacts and a benefit gain of £577,019. This equated to £15 for every pound invested in the project.

Members discussed the current levels of demand and it was agreed to monitor levels to ensure all interested parties could access the service. A suggestion was made to make enquiries as to whether the sessions held in the area impacted on the numbers attending town centre sessions.

The contract with The Forge – Anvil CIC was discussed very briefly, as much of this had been covered earlier in the meeting. Two of the performance measures were rated as ‘Amber’ due to additional information being requested to evidence the outputs claimed.

Members noted the final performance report for the ‘Now you’re cooking’ contract with SWYPFT. The Area Council Manager made members aware that an extensive end of contract final report was available on request. The meeting discussed the legacy of the project, highlighting a number of cook and eat sessions continuing to be run by volunteers in the area. The celebration event held on the 31<sup>st</sup> of March had been a huge success, well attended with presentation delivered from groups that had benefited from the project.

**RESOLVED** that the report be noted.

## **7 Stronger Communities Grant Performance**

The item was introduced by the Area Council Manager.

A project summary and narrative update was provided for each of the projects funded. Case studies had also been provided as part of the monitoring process. The information provided constituted a final report for all bar the RVS and Romero projects, noting that they had both been delayed for different reasons.

Members discussed the impact each project had made in the area, with beneficiaries including residents both young and old, and also helped build relationships with other organisations in the area such as schools.

**RESOLVED** that the report be noted.

## **8 Opportunities for Young People Project Proposal**

The Area Council Manager referenced two working groups held on 25<sup>th</sup> April and 18<sup>th</sup> May, 2016 to discuss and refine the proposed idea, which built on the positive results of the Summer Holiday Internship.

The working groups involved Members, and representatives from Targeted Information Advice and Guidance, and from the Young People's Skills and Enterprise Service. Together a positive way forward was arrived at, and the basis of a coproduced specification that would be additional and complementary to existing services.

The initial project was outlined in appendix 1 of the report, and it was proposed that the service would engage 20 people, but it was thought this should be higher. It was suggested that the project would require engaging 2 part time staff for approximately 18 months. It was therefore suggested that an indicative figure of £50,000 per annum be allocated to the project.

Members agreed that a more developed specification for the project be developed, with a further meeting of the working group being convened if required.

### **RESOLVED**

- (i)** that the draft project proposal be endorsed;
- (ii)** and that a detailed specification be developed for consideration at a future meeting of the Area Council, with an indicative allocation of £50,000 per annum.

## **9 Commissioning - Contract Extensions: (i) Anti-Poverty, (ii) Clean and Green**

The meeting considered the report which reminded Members of two contracts that were let on the basis of one year, with an extension for a further year if Members so wished. The contracts were for the Clean and Green Service, and for the Anti-Poverty Outreach Service, both of which commenced in September, 2015.

Both projects were thought to be delivering effectively and therefore it was agreed to extend both for a further year until September, 2017.

**RESOLVED:-** that

- (i) The Clean and Green Service be extended by a further year to September, 2017 at a cost of £75,096;
- (ii) The Anti-Poverty Outreach Service be extended by a further year to September, 2017 at a cost of £74,060.

## **10 Priority Working Groups - ward representation**

Members were reminded of the purpose of the priority working groups, which assisted with the design of projects and often acted as a steering group once were operational.

It was noted that the following working groups existed:- Young People; Health and Wellbeing; Environment; Anti-Poverty; Community Magazines – Editorial Group, and SCG Grants Panel. In addition it was proposed that a group be convened to support the Economic Regeneration Priority.

The meeting agreed the following memberships:-

Young People – Councillors Charlesworth, Burgess, Lofts, and Tattersall.

Health and Wellbeing – Councillors Spence, Cave Grundy, and Platts.

Environment – Councillors Spence, Howards, Lofts, and Tattersall.

Anti-Poverty – Councillors Miller, Burgess, Cherryholme, and Leech

Economic Regeneration – Councillors Tattersall, Grundy, Charlesworth and Burgess.

Community Magazines – Councillors Leech (Chair), Miller, Cave, Cherryholme and Tattersall.

SCG Grants Panel 2016/17 – Councillors Spence, Howard, Grundy, Tattersall, and Phil Hollingsworth (Chair) Membership for 2017/18 to be revised following a review of the criteria and approval process by the existing panel.

**RESOLVED** that the membership of the working groups be as detailed above.

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

The report was introduced by the Area Council Manager, and attention drawn to the levels of finance carried forward, and current levels of expenditure. It was noted that most wards had a number of projects pending.

Members were made aware of the changes in how the Ward Alliance Fund could now be utilised, with only half of the finance available requiring funds to be matched with volunteer time or from other sources.

**RESOLVED** that each Ward prioritises the efficient expenditure of the remaining Ward Alliance Funds in line with the guidance on spend.

## **12 Notes from the Ward Alliances**

The meeting received the notes from the Darton East Ward Alliance held on 10<sup>th</sup> March, and 14<sup>th</sup> April, 2016; Darton West Ward Alliance held on 14<sup>th</sup> March, 11<sup>th</sup>

April, and 9<sup>th</sup> May, 2016; Old Town Ward Alliance held on 2<sup>nd</sup> March, 6<sup>th</sup> April, and 4<sup>th</sup> May, 2016; and St Helen's Ward Alliance held on 7<sup>th</sup> April, and 12<sup>th</sup> May, 2016.

Councillor Spence provided a brief overview of the work of Darton East Ward Alliance, noting that two business representatives had joined the Ward Alliance. A dementia support social club had been established, which was going well. Members spoke about the proposed clean-up of land near Birkinshaw's, Darton. It was also noted that work was underway to try to move the mailbox on Shaw Lane to improve safety.

Councillor Burgess gave an update on the work of Darton West Ward Alliance. An action plan has been agreed for the current year, with each priority area assigned a lead member of the Ward Alliance and a lead Councillor. Members noted that the Community Choir was going well and was open to all to join. The Alliance had discussed Christmas lights and would be looking for business sponsorship. Also discussed was litter, with litter being thrown from passing cars an issue.

Councillor Cherryholme made Members aware of a recent event held by the Old Town Ward Alliance which was well attended and also helped to raise money. The Alliance was working at reviewing the Ward plan, and a website had been established for residents to forward their priorities. Members noted that the Wilthorpe Park play area had now been opened, and that Old Town Carnival had been arranged for 3<sup>rd</sup> July, 2016 on St. Paul's Field.

Councillor Platts highlighted some of the recent work of St. Helen's Ward Alliance. A gala had been arranged to take place on 29<sup>th</sup> July, 2016 on the Memorial Field and with lots of stalls confirmed. An update was provided on the work of Coalfields Regeneration Trust and the intention to open a Community Shop in Athersley in August. The Ward Alliance was still receiving bids for funding and had recently supported the guides in to purchase 3 PCs and a printer.

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

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Chair



# Item 3

## BARNSELY METROPOLITAN BOROUGH COUNCIL

North Area Council:  
25<sup>th</sup> July 2016

Agenda Item: 3

Report of the  
North Area Council Manager

### NAC Opportunities for Young People – Project Development Update

#### **1.0 Purpose of Report**

To update the North Area Council on the progress that has been made by the working group to develop a project to meet the priority – *Opportunities for Young People*.

#### **2.0 Recommendation**

- 2.1 That the North Area Council note the service outline attached, appendix 1**
- 2.2 That the North Area Council will plan to sign off the detailed specification at the September meeting.**
- 2.3 Procurement can then take place in the autumn.**

#### **3.0 Background**

- 3.1 Following the Area Council Meeting on Monday 4<sup>th</sup> April it was agreed that although the Area Council have been very pleased with the Summer Internship project and can see that it has produced good outputs and exciting outcomes, the Area Council would like to explore a more targeted piece of work.
- 3.2 On the 25<sup>th</sup> April Cllrs Burgess, Cherryholme, Grundy, Platts, Tattersall and Rosie Adams met with representatives from the Young People's Skills and Enterprise Service and Targeted Intervention Advice and Guidance (TIAG) including David Benbow, Jeff Townend, Chris Sorby and Angela Lomax for a workshop. The BMBC Core offer, existing gaps in provision and projects that have been observed to work well were discussed. At the end of which North Area council representatives had identified that they would like to develop a project that is specifically aimed at re-engaging young people who have triggered the Risk of NEET (Not in Education, Employment or Training) Indicator (RONI). It is hope this would enable preventative action to be taken and help improve life chances for the young people who meet the criteria.
- 3.3 A project proposal was developed to meet the needs identified in 3.2, please refer to appendix 1.
- 3.4 On the 18<sup>th</sup> May the Councillor working group reconvened and were again supported by specialist officers. The project proposal was tabled by Chris Sorby and a very productive discussion took place. The working group were supportive of the proposal and agreed for it to be placed on the

agenda for the Area Council on the 6<sup>th</sup> June. It was acknowledged that to procure a provider who can evidence success in this field and who can ensure quality, skills and commitment over 18 months -2years the anticipated value of the contract would require further consideration.

- 3.5 At the Area Council Meeting on the 6<sup>th</sup> June members indicated that they were happy with the project proposal and agreed to the project being developed in more detail prior to a decision to procure the service.
- 3.6 The Area Manager met with Chris Sorby and Angela Lomax shortly after the area council meeting to plan two further development sessions: 7<sup>th</sup> July with representatives from the schools, 23<sup>th</sup> July with Education Welfare Managers.

#### **4.0 Project Proposal**

Please find the outline service specification attached, appendix 1.

#### **5.0 Coproduction and Contract Management**

- 5.1 It has been acknowledged that to ensure this project is successful ongoing knowledge, support and advice will be needed from the Skills, Enterprise and Employment Service.
- 5.2 It is therefore recommended that development, procurement and contract management is conducted jointly for the duration of the project to maximise the likelihood of success.

#### **6.0 Area Council Input**

- 6.1 Contract Value: approximately £50,000 per annum (Accommodating: two part time staff, plus contract management, activities and overheads.)
- 6.2 Contract Length: One year, plus one year. With the option to extend and break clauses incorporated in the contract.
- 6.3 Price : Quality Split for procurement: 20:80

#### **7.0 Procurement Timeline**

- 7.1 The Procurement Officer aligned to the Area Councils has been notified of the project proposal and will need to be included in the development for the specification and tender documents.
- 7.2 Intention is that the opportunity should be advertised in the October 2016.
- 7.3 Anticipating that the contract will be let in early 2017
- 7.4 Contract will commence in May 2017.

#### **8.0 Risks**

- 8.1 Level of school engagement. To reduce this risk it has been suggested that a steering group be introduced that will meet at regular intervals to share operational information and keep the stakeholders engaged.
- 8.2 Overlap with other core services: Education Welfare, Stronger Families. It is proposed that other stakeholders are involved in the identification of suitable programme participants.
- 8.3 Schools may object to the withdrawing of the Summer Internship 2014, 2015, 2016 provision, which has been very well received.
- 8.4 The identified cohort will be challenging and this may have implications on engagement and retention for a provider.

## **9.0 Next Steps**

- 9.1 It has been agreed that the Members who have been involved in the process remain as a steering group, ensuring connectivity with the Area Council.
- 9.2 The Area Manager intends to meet with representatives from Troubled Families, Youth Offending Team and the Family Intervention Service.
- 9.3 Partners (Inc. relevant schools and Education Welfare) will need to have site of the draft specification prior to a tender advert being placed. This will need to take place mid-September 2016.

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Date:  
13<sup>th</sup> July 2016

## **Appendix 1:**

### **North Area Council Commissioning**

### **PRIORITY: Opportunities for Young People**

### **PROJECT: Positive Progressions –Stronger Futures (2017/18)**

## **PROJECT OVERVIEW AND SCOPE OF SERVICE**

### **1. INTRODUCTION**

- 1.1 Work with 20 Y10 pupils during the summer break and then into the following Y11 academic year. The group will be made up of young people disengaged from learning and at risk of becoming NEET. The young people will be identified in conjunction with participating schools and the local authority using the Risk of NEET Indicator (RONI). Participants will reside in or attend schools within the North Area Council Area. This includes the Wards of Darton East, Darton West, Old Town and St. Helens. The programme will engage with difficult to reach young people and help ensure they make the most of their remaining time in secondary education and make a positive progression into an appropriate Post 16 learning opportunity and then beyond.

### **2. BACKGROUND AND CONTEXT**

- 2.1 The last 12 months has seen a significant reduction in 16-18 NEET (Not in Education Employment and Training) figures. In Q4 2016 the percentage was 4.4%. However challenges remain. In 2015 our Annual Activity Survey which captures the first destinations of the Y11 leavers showed that only 1.1% of young people were NEET but by the end of Q4 2016 that had risen to 1.9%. The same period return also shows NEET percentages for the Y13 cohort at 5% and Y14's at 6%.

Research indicates that those vulnerable to drop out are likely to have previously been disengaged or non- attenders and those with low GCSE attainment. It can therefore be concluded that increased and improved support for this group of young people Pre16 in Y10 and 11 will increase retention Post16 and reduce NEET figures medium to long term.

In addition with schools now having a legal duty to provide IAG support to all its pupils but without additional funding it is often the disengaged cohort that provide the most significant challenge. By providing funding to deliver the intensive support Pre16 that this group requires and by ensuring improved coherence with existing services particularly at points of transition we can ensure better into learning and retention outcomes Post 16 and reduced NEETs 16-18.

### 3. STRATEGIC VISION AND PRIORITIES

#### 3.1 **Vision and Values**

Barnsley MBC's Vision is to '***Work together for a brighter future, a better Barnsley***'

**Our Values** include :

##### Working Together

- We work as "One Council" to do the best that we can for our customers and communities
- We build partnerships and work with others to achieve the best for Barnsley
- Share skills knowledge and good practice, encouraging and supporting others to do the best they can
- Encourage innovation and creativity

##### Honesty

- We always say what we mean. Most of all we are reliable, fair and true
- Communicate honestly, openly and effectively enabling people to question, challenge and offer ideas for different and improved ways of working
- Involve and gain consensus of those affected by decisions and actions
- We are responsible and accountable for our actions

##### Excellence

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

##### Pride

- We are proud to support our communities to make Barnsley a better place
- Take pride in the job that we do and how we perform, recognising and celebrating successes and achievements

#### 3.2 COUNCIL PRIORITIES AND OUTCOME STATEMENTS

In developing and delivering this service, the provider should ensure that it is contributing to the Council's Corporate priorities and outcome statements as outlined below.

A Thriving and Vibrant Economy	<p>Create more and better jobs and good business growth</p> <p>Increase skills to get more people working</p> <p>Develop a vibrant Town Centre</p> <p>Strengthen our visitor economy</p> <p>Create more and better housing</p>
People Achieving their Potential	<p>Every child attends a good school</p> <p>Early, targeted support for those that need it</p> <p>Children and adults are safe from harm</p> <p>People are healthier, happier, independent and active</p>
Strong and Resilient Communities	<p>People volunteering and contributing towards stronger communities</p> <p>Protecting the Borough for future generations</p> <p>Customers can contact us easily and use more services online</p>

#### 4. SPECIFIC AIMS AND OBJECTIVES OF THE PROJECT, INCLUDING SOCIAL VALUE

##### 4.1 AIM

This is a programme aimed at Yr10 and then into Yr11 students who are dis-engaged from learning and are at risk of becoming NEET. It is focussed on supporting young people to improve their school attendance, gain qualifications and progress into and remain in further learning Post-16.

##### OBJECTIVES

Individuals

1. Improve attendance by an agreed % from the end of Year 10 until the end of Year 11
2. Ensure GCSE target grades are achieved and in some cases exceeded
3. Ensure progression into Post-16 learning
4. Stay in Post-16 learning for at least 12 months

#### Organisation

1. Contribute to the achievement of the councils 2020 NEET target of 3.8%
2. Participating schools improve their NEET/Not Known/In Learning performance
3. 100% of participants in learning as of November 2018
4. 95% of participants retained in learning as of April 2019
5. 90% of participants retained in learning as of October 2019

#### 4.2 Social Value Indicators

- Increased number of economically active young people
- Enable young people to take personal responsibility for their own career development and future employability
- Contributing to improved employment prospects for young people by engaging the local business community in this project
- Establish good working relationships within the local business community
- Contribution to the development of strong local networks
- Stronger, more cohesive communities
- Reduction in social isolation and increased social inclusion
- Sustainable development of communities to promote their independence (self-help), ability to thrive and resilience
- Local spend
- The provider will ensure that all persons employed to deliver the contract are as a minimum paid the national 'living wage'.
- Increase the number of people involved in local volunteering.

## 5. THE SERVICE/ACTIVITIES TO BE DELIVERED

- 5.1 Facilitation of the project from initiation to evaluation. The successful bidder will be required to work with key partners including the Area Council (via the Area Chairs and Area Managers), Barnsley TIAG Service and schools to –
- Produce a comprehensive delivery plan
  - Identification of 20 young people who will take part in the programme with the support of partner agencies.
  - Engage with programme participants
  - Produce an personal development plan for each young person which will be reviewed at regular intervals throughout the contract
  - Deliver a programme of activities during the school summer holidays. These will be tailored to the needs of the young people on the programme. These should include a combination of functional skills and physical activity. Ideally these activities will be linked to the BMBC I Know I Can Competencies.
  - At the start of year 11, individual KIT meetings will commence.
  - Delivery of an activity programme throughout half terms and holidays.
  - Spring Term will include business meetings with participants
  - Summer Term will involve joint working with BMBC's TIAG to prepare for exams and post 16 transition
  - In association with BMBC's TIAG team track and support young people into their first post 16 destination.
  - 1 to 1 support for preparation and attendance at interviews
  - November 2017 onwards continued tracking of destinations to evaluate retention levels
  - Produce an personal development plan for each young person which will be reviewed at regular intervals throughout the contract
  - Assist the students to develop a personalised five year aspirational plan that will help to map out how they will work towards their own positive destination on completion of the project.
  - The programme will recognise and celebrate participation and achievement.
  - Provide an evaluation of the programme and report on its impact

The service will be available to young people from across the North Area Council's geographic area (Electoral Wards include: Darton East, Darton West, Old Town and St Helens).

Provider to determine dates and delivery schedule during summer holiday period 2017 and throughout the academic year 2017/18.



We welcome innovative ideas and suggested best practise linked to successful delivery of this proposal. Please give consideration to sustainability and the projects legacy.

## 6. TARGET GROUPS AND ACCESSIBILITY

- 6.1 The Barnsley MBC Targeted Information Advice and Guidance Service (TIAG) together with the local secondary schools will predetermine the cohort of up to 30 young people that the provider will be responsible for working with. The young people will have scored highly on the Risk of NEET Indicator (RONI), will benefit from this intervention and will either live or attend school within the North Area. These schools include Darton College, Carlton Community College, Holy Trinity and Horizon Community College.

The provider is expected to work with 20 young people for the duration of the project. It is recommended that the provider commence delivery with approximately 25 students. Building rapport with the client group will be essential, as will preparatory work with schools and engagement of parents/carers to ensure the programme time is used to best effect. Retention rates will be monitored as a key performance indicator for the contract.

## 7. LOCATION AND AREA

- 7.1 Any group provision must be easily accessible by public transport and would ideally be within the North Barnsley Area or Barnsley Town Centre.

## 8. HOW WILL THIS WORK HELP TO IMPROVE THE LOCAL AREA

- 8.1 This project will use a holistic approach to re-engage young people who are not achieving their potential in year 10. It will improve the likelihood of these students completing year 11. This should help to make the transition post year 11 smoother and reduce the number of young people from this cohort become economically inactive after the age of 18 years.

## 9. PERFORMANCE MEASURES

<b>9a Outcomes</b> <i>(What good, benefit, change are you expecting to achieve as a result of the service or activity being delivered?)</i>		
<i>(state outcome)</i>	<i>(evidence)</i>	<i>(Evaluation Methodology)</i>
Improved personal aspirations	Link to IKC Competencies	Provider to determine
Behaviour in school	Link to IKC Competencies	Provider to determine
Increased confidence	Link to IKC Competencies	Provider to determine

Improved self esteem	Link to IKC Competencies	Provider to determine
Improved emotional intelligence	Link to IKC Competencies	Provider to determine
Increased positive communication	Link to IKC Competencies	Provider to determine
Develop a positive relationship with work internship providers, who would be prepared to participate in a future programme	Evidence of networking and engagement	Provider to determine
<b>9b Outputs (collectables)</b> <i>(Easy to measure actions, units, events that tell us how much, how many or how often)</i>		
<i>(Output)</i>	<i>(Target Number)</i>	<i>(Supporting Evidence)</i>
Personal development plan	Tailored to individual young person	Examples of plans
Improved school attendance-individual % targets set	Tailored to individual young person	Benchmark each young person on entry to the programme and map progress against this indicator.
Exam result targets achieved (improved attainment compared with predicted grades)	Tailored to individual young person	Benchmark each young person on entry to the programme and map progress against this indicator.
Individuals make a positive progression into post 16 learning	Tailored to individual young person	Benchmark each young person on entry to the programme and map progress against this indicator.
% targets for NEET/Not Known set for the group as a whole	??%	Benchmark the group on entry to the programme and map progress against this indicator.
Number of students successfully engaged with programme	20	Engagement and attendance records
Number of young people retained by programme	20	

Summer internship to be delivered over summer 2016	135 students places	Learner plans
Development of five year plans tailored to the needs of students	135 plans	Learner plans
Provider will design a 'staying in touch plan' that will conclude when GCSE results are received.	To accommodate 135 young people	Provider to determine. Information to be available in the evaluation report.
<b>9c Milestones (Indicative)</b>		
<i>(Activity/Action)</i>	<i>(By When)</i>	
Place tender advert	Mid October 2016	
Tender Return	Mid November 2016	
Tender Evaluation	w/c 12 <sup>th</sup> December 2016 (PQQ w/c 5 <sup>th</sup> Dec)	
Interview	w/c 16 <sup>th</sup> January 2017	
Tender Report and Approval to Award		
Standstill period and feedback	(10 calendar days)	
Issue Letter of Intent / Contract	31 <sup>st</sup> January 2017	
Initial meeting with schools	w/c 27 <sup>th</sup> February (straight after February half term)	
Provider to determine delivery schedule.		



# Item 4

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

**North Area Council Meeting:  
25<sup>th</sup> July 2016**

**Agenda Item: 4**

**Report of North Area  
Council Manager**

### **Commissioned Project Performance Updates – Summer Holiday Internship 2016, Clean and Green and Anti- Poverty Community Outreach**

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

- 1.1 This report includes a performance report for two of the current commissioned projects.

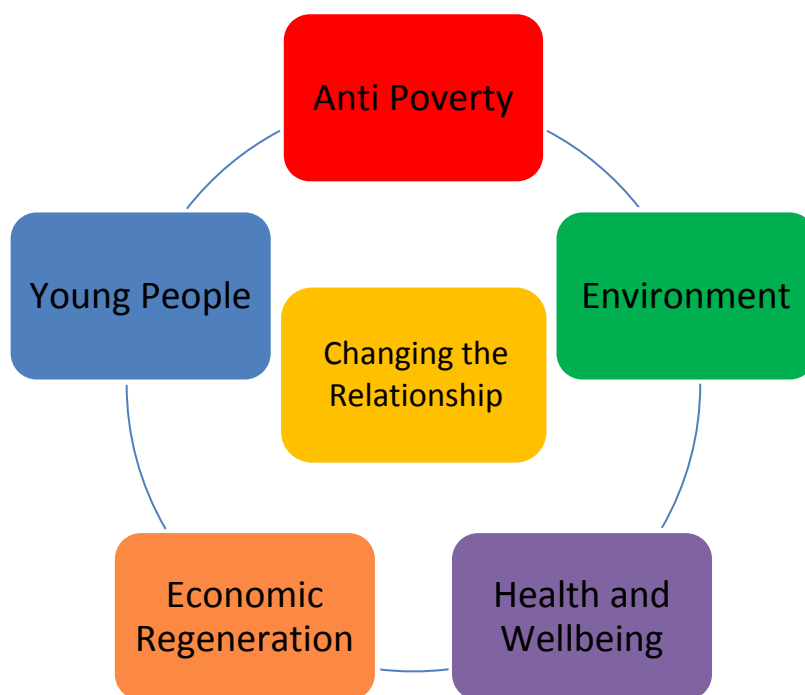
#### **2. Recommendations**

**It is recommended that:**

- 2.1 Members note Appendix 1, Summer Holiday Internship Performance Update**
- 2.2 Members note Appendix 2, Anti-Poverty Performance Report**
- 2.3 Member note Appendix 3, Clean and Green Performance Report**
- 2.4 Members note Appendix 4, Environmental Enforcement Service**
- 2.5 Members note Appendix 5, North Area Council's Contribution to Corporate KPIs.**

#### **3. Background**

- 3.1 In late 2013 North Area Council agreed the following priorities which were identified following a series of workshops at which members considered a range of statistical and consultation data from a variety of sources:



3.2 The appendices to this report provide a performance update for four of the commissioned services. The table below show the funding allocation for each project.

	Service	Provider	Contract Value/length	Contract start date
<b>Environment</b>	Environmental enforcement	Kingdom Security	£120,640 per annum + £25,000 BMBC Com Safety	1 <sup>st</sup> April 2016  (1year +1y+1Y)
<b>Anti-Poverty</b>	Community Outreach Service	CAB & DIAL	£145,000 1year + 1year	14 <sup>th</sup> September 2015  Till Sept 2017
<b>Environment</b>	North Clean and Green Service	Forge Community Partnership	£150,000 1 year + 1year	14 <sup>th</sup> September 2015  Till Sept 2017
<b>Young People</b>	Summer Internship 2016	C&K Careers	£31,550 18 month contract	March 2016 - Till October 2017

#### **4.0 Performance**

- 4.1 Appendix 1 show an update on the C&K Careers performance in relation to the Summer Holiday Internship project
- 4.2 Appendix 2 an update from CAB and DIAL. The project started on the 14<sup>th</sup> September 2015. Over the three quarters that this project has been running we have had a total of 769 client contacts. Advice has been given on an estimated total of £1,061,259 of benefit gains which help to bring additional income into the North Area.
- 4.3 Appendix 3 provides and update on Forge Community Partnerships delivery of the Clean and Green Contract. The Area Manager has stressed that the success of this project is directly linked to the project ideas generated by the Ward Alliances. The development of stronger links is recommended.
- 4.4 Appendix 4 – explains that Kingdom’s performance report was unavailable at the time of writing.

#### **5.0 Review of Priorities / Allocation of funds**

- 5.1 The Area Council has asked for a presentation on key data from the Research and Business Intelligence unit to help inform priority setting moving forwards. The Area Council will need to consider if the area priorities require an amendment.
- 5.2 Members should consider which existing projects they wish to prioritise, based on the information provided.
- 5.3 Members should consider which priorities they wish to concentrate for design and procurement of further commissioned projects.

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

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

**Date:**  
**11<sup>th</sup> July 2016**

## Appendix 1: Project performance update for Opportunities for Young People Priority – Summer Holiday Internship 2016/17

### C&K Careers

		RAG
Young People	Satisfactory quarterly monitoring report and contract management meeting.	●
	Milestones achieved	●
Health and Wellbeing	Outcome indicator targets met	●
	Social value targets met	●
Economic Regeneration	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

The Summer Holiday Internship provider's contract commenced in February 2016. This will run for 20 months until September 2017 to include an evaluation and staying in touch period with the young people until they have completed Yr11, their GCES year and received their results. The contract value was £31,550. North and North East areas have collaborated for a second year to deliver 90 placements to young living and/or attending school in the North and North East area. The students will be recruited via school links established in Darton College, Carlton Community College, Shafton ALC and Holy Trinity. The young people completing the summer internship will attend a week of workshops and a week at an employment placement.

To date 64 of the total 90 young people have submitted placement application forms and 43 students have been interviewed.

N.B. The Celebration Event at Shaw Lane has been provisionally booked for Tuesday 11<sup>th</sup> October, this will be an evening event.



**Extract form C&K Careers' Quarterly report:**

***Activity/Intervention Targets***

***Schools***

*The main activity taking place at this point in the programme is engagement with schools and the recruitment and interviewing of individual students. This has proved far easier in some schools than in others.*

*At present we are undersubscribed in North/North East schools, we have recruited 64 students for 90 available places. The 2 schools where recruitment is particularly down (Carlton and Shafton) both have lists of students who are interested and are being chased up. When we have these applications in we will have met the target.*

***Establish good working relationships within the local business community***

*We are using the network of employers built up from the previous two years to source work placements for this years students. All employers previously involved have been sent a thank you letter and the opportunity to take another student this year.*

*We are working with Skills For Care Health Ambassadors (Barnsley, Doncaster, Rotherham and Sheffield) Locality Manager to involve and expand our network of Care employers within the area and encourage participation in the project.*

***Contributing to improved employment prospects for young people by engaging the local business community in this project***

*In addition to using our existing network of employers in the region we have engaged the local business community by using a variety of marketing and promotional materials to inform local employers.*

*We have also met with NPS who have offered 8 placements (4 fewer placements than they could offer last year) across 2 different areas construction and surveying.*

*The links established with Enterprising Barnsley and Mid Yorkshire Chamber of Commerce, have allowed us to raise awareness and promote the Internships programme. Employers linked with Enterprising Barnsley have been sent information about the programme and one employer, Cranswick Convenience Foods in Wombwell, came forward straight away wanting to be involved.*

*Ardagh Glass in Monk Bretton have also volunteered to support the programme, they are willing to offer a range of opportunities to students (Mechanical Engineering, Electrical, Admin and HR).*

*Allied Healthcare found out about the project through our Skills For Care link, and are hoping to get involved and offer a work placement at their new premises in Goldthorpe.*

## Appendix 2: Project Performance Report for Anti-Poverty – Community Outreach Project

### CAB & DIAL - Quarterly report received on 21<sup>st</sup> March 2016

		RAG
Anti-Poverty	Satisfactory quarterly monitoring report and contract management meeting.	●
	Milestones achieved	●
Health and Wellbeing	Outcome indicator targets met	●
	Social value targets met	●
Economic Regeneration	Satisfactory spend and financial information	●
	Overall satisfaction with delivery against contract	●

### Overview

Advisers from CAB Barnsley and DIAL are delivering outreach sessions as follows:	
<b>Old Town Ward</b> Emmanuel Church Huddersfield Road, Barnsley S75 1DT Every Monday 9 - 1 pm	<b>Darton East Ward</b> Mapplewell Village Hall Darton Lane, Barnsley S75 6AL Every Wednesday 1 - 5pm
<b>Darton West Ward</b> The Darton Centre Huddersfield Road, Darton S75 5NB Every Thursday 9 - 1pm	<b>St Helens Ward</b> Roundhouse Lifelong Learning Centre Laithes Crescent, Barnsley S71 3AE Every Friday 12.30 – 4.30pm

The provision of this service commenced on the 14<sup>th</sup> September 2015 and is delivered by CAB and DIAL. The contract is one year (plus one year subject to contract). There is a project steering group that meets once a quarter and enables each ward to be represented at this meeting by nominated Councillors.

CAB described the early uptake of provision has been unprecedented. The output figures are currently exceeding the expectations of the performance monitoring targets. During Quarter 3, the advisers made a total of 314 client contacts, which is 25% more than last quarter. 251 people have accessed the service this quarter. The highest attendance figures are at the Roundhouse Life Long Learning Centre which accounts for 30% of the service users. The Old Town venue was initially

quiet but attendance has continued to increase. The success of the project has meant that at times the advisor have been working up to and over capacity.

Extract from the provider's Narrative report:

*"Over the three quarters that this project has been running we have had a total of 769 client contacts. Advice has been given on an estimated total of £1,061,259 of benefit gains which help to bring additional income into the North Area. **This figure equates to a direct return on investment of £20 for every pound invested in the project.***

*Year to date 31 clients have been referred on for specialist debt advice with a combined indebtedness of £200,354 which means those thirty one clients will now have a greater disposable income to spend because their debt repayments will be negotiated to manageable levels."*

The final figures are anticipated to be higher but there is a delay whilst Personal Independence Payment (PIP) applications are being processed. This takes approximately three months from submission.

Summary Intelligence for this quarter:

- 26% of service users are retired
- 22% of service users are Berneslai Homes tenants
- 18% are private rented tenants
- 56% of service users have a disability
- 90% feel more able to manage their own affairs since visiting the outreach service

### **Case Studies (two case studies of a total four have been included in this report)**

#### **Case Study 1**

Client attended the Darton West Ward Outreach for continuing support and pass-ported benefits. Client was also given advice and information with regards to College Courses and Higher Education opportunities.

Following this advice and using leaflets provided from Barnsley College that we provided, the client enrolled to take level 3 English, and applied and was accepted on the Health & Social Care Access Course. Client wishes to pursue a career in one of the professions so as to provide security for the long term future.

***'I didn't know what I wanted to do or what was out there. So pleased I came to see you and talk to you in the first place or I would not have had the confidence to go to college. Thanks Mick'***

## **Case Study 2**

Client attended St. Helen's Ward Outreach for support with completing a formal appeal with regards to a Personal Independent Payment Claim (PIP). Client did not receive the necessary points following medical and was not awarded PIP. I completed and submitted a Mandatory Reconsideration form, which was unsuccessful. I then subsequently completed an SCSS1 Form to formally appeal the decision and submitted further medical evidence.

Following this submission, the decision was over-turned and the appeal was successful, gaining the client an increased income of £76.90p per week. As a result of this award, I also secured the client a Blue Badge for help with mobility and 50% off Vehicle Road Tax.

***'Thanks for all your help Mick. I couldn't have done it without you'.***

## Appendix 3: Project Performance Report for North Clean and Green

### P The Forge – Anvil CIC

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

The Forge has been commissioned to work in partnership with local people to achieve results and build community resilience in relation to environmental improvement and community ownership. Enabling local residents and business owners to participate via a community development and participation model. The Forge has been working with the Ward Alliances to identify and develop projects which will be delivered in partnership with local people. The recruitment, engagement and motivation of volunteers is key to the delivery of this contract if Forge are to help realise projects through project design and leadership. It is therefore essential that Ward Alliances work closely with the Forge's Clean and Green Team.

Proactive contact can be made directly via: [naccleangreen@gmail.com](mailto:naccleangreen@gmail.com)

The Clean and Green Team produce an activity journal which can be viewed on request in the North Area Team office. This provides information about specific project work that the team have completed.

Performance Indicator	Target	Achieved to date (actual cumulative figures)
Litter Picks Completed	To be WA determined	71
Clean-ups Completed	To be WA determined	45
Number of black bags of waste collected	N/A	780
Number of volunteer hours	N/A	745

Local businesses engaged	12/ ward	35 (24%)
--------------------------	----------	----------

Examples of projects completed in each ward are:-

Repair and replacement of fencing panels on Roman Road with local residents in Darton West.

Working with the Mapplewell and Staincross Greenspace and Recreation Group to renovate the flower beds in Ibberson Park, dug over with manure, planted and some repairs to dry stone wall in Darton East.

Working with “Friends of Wilthorpe Park” to resize flower beds, relocated plants and shrubs, and help with a public open day in Old Town.

Assisting with a church volunteer day to mow grass, cutting back of trees, pruning shrubs and weeding in St Helens.

## NORTH AREA - CASE STUDY 5

### WORKING WITH NATIONAL CITIZENSHIP.

#### INTRODUCTION

After a meeting with the National Citizenship Service we agreed to arrange a couple of days joint working on a Community Project.

#### INVOLVEMENT

Approximately 16 young people and two team leaders from the National Citizenship Service were assisted by the Clean and Green Team.

#### ACTION

Plans were made to clear up an overgrown area in Pogmoor Park adjacent to the allotments and to remove all green waste from site.

#### OUTCOMES

Vast improvement of the area and a positive result for the National Citizenship Service team working experience. The physical, outdoor environment providing a resounding success.

#### REPORT

Over a period of two days, the Clean and Green Team set up the work area and provided both hand tools and equipment to enable the lopping of shrubbery, sawing of tree branches, strimming of undergrowth and litter picking of the space in Pogmoor Park. The National Citizenship Service volunteers involved themselves with much enthusiasm and enjoyed making a difference. All of the green waste was loaded onto the vehicle and taken for recycling.



## **NORTH AREA - CASE STUDY 6**

### **WORK AT DAYCARE CENTRE**

#### **INTRODUCTION**

Whilst working adjacent to Laithes Lane Day Care Centre, the Clean and Green team approached the group leader to offer outdoor assistance.

#### **INVOLVEMENT**

Seven of the attendees of the centre for learning difficulties were involved together with the Clean and Green Team in a clear up and re-planting of the garden area.

#### **ACTION**

The overgrown garden area's around the centre were strimmed, cut back and weeded of paths and planting of an apple tree was undertaken.

#### **OUTCOMES**

Productive and enjoyable experience for all involved. The volunteers from the centre found this experience enlightening and rewarding as working with the male members of Clean and Green was a refreshing change to being in a centre mainly staffed by females.

#### **REPORT**

Overall this was not only a clean-up of an outside space but in fact was of much social benefit to the volunteers involved. One of whom (it is reported) hardly spoke to anyone else but on this occasion was enthralled to the point of joining in conversation with the Clean and Green Team.

All the staff at the centre reported this as an uplifting and inspiring project for their attendees.





## Appendix 4: Performance Report for the Environmental Enforcement Service

### Kingdom Security

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

Kingdom Security Services submitted a detailed report on the 12<sup>th</sup> July. This is the first quarter of their second contract with the North Area Council.

#### Extract from Kingdom's narrative report:

*The North Area is contracted to 4 x officers, this equates to 2040 hours over quarter, achieved is 2040 hours which is 100% of the contracted hours.*

*To date 252 FPN's and (24 PCN's for parking) have been issued in the area. 236 of these have been for littering offences and 16 for dog fouling offences. Civica shows that to date 72 % of the revenue has been raised from the notices in the North area. Officers are spending more time concentrating on the dog fouling element of our work.*

*Prosecutions continue for Littering and Dog Fouling. To date offenders have paid prior to attending, Pleaded guilty prior to court or have been found guilty at court. There has been a 100% success rate at court.*

*The Revenue Raised thus far from FPN's (Fouling and Littering) for this quarter is, £7,788.50p*

*There will always be a lag for the income generated due to the instalments period extending the individuals period to pay to 3 months from 14 days. The ultimate Payment rate is expected to reach 75%.*

Output details:

Hours		
NORTH	Contracted Hrs	Hours patrolled in area
APR-JUNE 2016	2040	2040

FPN's								
NORTH	FPN Litter	FPN Dog Fouling	PCN Parking	total	Old Town	Darton East	Darton West	St Helens
APR-JUNE 2016	236	16	24	276	84	76	68	48

Case studies:

Unavailable at the time of writing.

Appendix 5:

North Area Council's Contribution to Corporate KPIs - Q1 2016/17

	Commissioned Project				Stronger Communities Grant					TOTAL	
	Summer Internship	Kingdom Enforcement	Anti-Poverty Outreach - CAB & DIAL	Clean and Green - Forge	RVS	ADASTRA	Fit Reds	Emmanuel Church			Comments
Number of jobs created through Area Council commissions	0	4	2	3	1	0	1	1		12	
Number of apprentices created through Area Council commissions	4	0	0	0	0	0	0	0		4	
Number of work placements created through Area Council commissions	45	0	0	0	0	0	0	0		45	Summer Internship - 135 in total across N,NE&S
Number of volunteers opportunities created through Area Council commissions	45	0	6	36	5	6	0	5		103	
% of local Area Council spend	8%	89.10%	94%	90%	100%	100%	100%	100%		85%	



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# Item 5

## BARNSELEY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:  
25<sup>th</sup> July 2016

Agenda Item: 5

Report of North Area Council  
Manager

### Financial Position and Procurement Update

#### 1. Purpose of Report

- 1.1 This report provides the Area Council with a financial position and forecast for expenditure.
- 1.2 This report highlights the funding considerations required for a project that would build on the Small Business Survey results, should the BBIC proposal be approved.
- 1.3 This report highlights the financial implication of the Opportunities for Young People: Positive Progressions – Stronger Futures pilot.

#### 2. Recommendation

- 2.1. **The North Area Council should give consideration to how the remaining funding is utilised to meet the needs of the North Area.**
- 2.2. **Members should consider which priorities they wish to concentrate for design and procurement of further commissioned projects which will address the Area priorities.**

#### 3. Background

- 3.0 At the Area Council Meeting on the 4<sup>th</sup> April the Area Council it was agreed to run a short research and consultation survey that ascertains the business development needs of the small, independent and lifestyle businesses trading in the North Area. A proposal from Barnsley Business and Innovation Centre (BBIC) is on today's agenda as an item for decision.
- 3.1. At the Area Council Meeting on the 6<sup>th</sup> June members indicated that they were happy with the project proposal for the Positive Progressions – Stronger Futures pilot and agreed to the project being developed in more detail prior to a decision to procure the service later in the year. IT has been proposed that this would have a contract value of approximately £50,000. However to ensure a quality service with the capacity to deliver the desired impact this value may need to be increased.

#### **4. Procurement Progress Update**

- 4.1. It is proposed that the business survey will be conducted in August. The results would be available for the Area Council Meeting in September. At this point the a decision would have to be reached to decide if a business development programme is procured for the North Area business. As a consequence it is likely that this contract will not commence until the new calendar year.
- 4.2. It is proposed to development procurement pack for the Positive Progressions – Stronger Futures pilot during August, consult with partners during September and go out to tender in October. This contract would not go live until approximately May 2017.

#### **5. Financial Position**

- 5.1. The appendix below shows a breakdown of the North Area Council's expenditure. Based on the current profiled spend agree with the providers the North Area Council has £56,068 uncommitted from the period 2014/15 – 2016/17 budgets. *(Please insert Commissioning Financial update attachment.)*
- 5.2. No clear indication has been given regarding the future budget allocations for Area Councils post 2016-17. For the foreseeable future contracts will be let on a year by year basis with break clauses.

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

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

**Date:**  
**13<sup>th</sup> July 2016**





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# Item 6

## BARNSELY METROPOLITAN BOROUGH COUNCIL

North Area Council:  
25<sup>th</sup> July 2016

Agenda Item: 6

Report of the  
North Area Council Manager

### **Priority: NAC Economic Regeneration** **Project Development: Small Business Survey Proposal**

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

- 1.1 The purpose of this report is to update and advise the North Area Council Members on the project research, scoping and project recommendation to address the Economic Regeneration's priority.

#### **2. Recommendation**

- 2.1 **That the Area Council agree to a business development survey of independent business that will ascertain the business development needs of small businesses within the North Area. This piece of work will provide key information that will determine if there is an appetite for business development in the North Area prior to commissioning of an appropriate service to deliver a more substantial piece of work.**

#### **3.0 Introduction**

- 3.1 The North Area Council agreed the Economic Regeneration priority in 2014. To date a project has not been delivered to address this priority
- 3.2 Vibrant economies engender healthy communities where residents enjoy a high quality of life. Developing local action plans that promote economic security through access to living-wage jobs, and stable employment help to contribute to the health and wellbeing of the community as well as the prosperity of the local economy.
- 3.3 There is European funding available to assist start-up business but there is less support available for business after the first six months of trading. It is recommended to run a short research and consultation project that ascertains the business development needs of the small, independent and lifestyle businesses trading in the North Area.
- 3.4 Dependant on the finding of the survey it has been proposed to commission a service to deliver business development support that will help small independent business to become more prosperous and meet the needs of the local community.
- 3.5 The North Area Council agreed to the business case presented at the April Area Council Meeting. Subsequently the Area Manager and Area Chair Cllr Leech met with Adrian Waite and Kevin Steele from the Barnsley Business Innovation Centre (BBIC) to discuss a survey to establish local business development needs.

- 3.6 BBIC were requested to provide a small business survey proposal for the North Area. This should provide insight into local needs and wants and been deliverable within 3 months.

**4.0 For Decision**

- 4.1 Members are requested to indicate if they agree to proceed with the small business survey as outlined in appendix 1.
- 4.2 Input required from Area Council budget £2,250 (net of VAT).
- 4.3 To be delivered during August 2016.

Officer Contact:  
Rosie Adams

Tel. No:  
01226 773583

Date:  
12<sup>th</sup> July 2016

**Appendix 1:**

Please refer to attachment - North Area Council proposal 12.07.2016 v.2.pdf



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## North Area business support pilot



Kevin P Steel, Business Development Manager

## **Background and Introduction**

Area Councils within BMBC are responsible for developing plans to improve services for local people and reviewing the way in which services are delivered at a local level. The North Area Council has identified economic regeneration as a priority for the area. Vibrant economies engender healthy communities where residents enjoy a high quality of life.

The North Area Council does not have the resources to address the development needs of all businesses that operate within the North Area. However, there is the aspiration to ensure that all businesses prosper with the aim of increasing trade in the area and creating vibrant commercial hubs at the centre of the community.

Following on from initial meetings in the Spring of 2016, Barnsley Business and Innovation Centre (BBIC) has been asked to quote for the delivery of a small pilot project to help ascertain the business development needs and requirements of the independent business community within the North Area, and identify any further development opportunities.

Identifying if there is an appetite (both a need and a want) for the provision of specific business support before committing to a larger scale project makes business sense. The North Area has already seen the success of pilot projects working well with their recent Community Support advice sessions project delivered in conjunction with Barnsley Citizens' Advice Service and DIAL now being accessed by over 800 people to date. (See Barnsley Chronicle 08.07.2016)

BBIC has significant and very successful experience of working on business support projects with both the South Area Council and with BMBC in recent years, more specifically on the delivery of the highly successful Smart-Start and Genesis business start-up programmes.

Kevin Steel the BBIC's Business Development Manager has recently worked on the Enterprising Barnsley programme providing a wide variety of brokered support into SMEs across retail, services and manufacturing. (see attached pdf for background)



### **Project Design.**

Barnsley Business and Innovation Centre is proposing to ask local business owners and managers in the North Area for their input about the challenges their businesses are currently facing and what type and level of support they would like to receive. We will utilise our knowledge of the business support landscape to ensure a match between the envisaged problem and proposed solution. If the required support can be provided by a third party without the need for North Area Council involvement then we will signpost accordingly.

We plan on identifying these challenges and support requirements by carrying out both field and telephone based research from a diverse sample Micro-businesses (less than 50 employees) in the area.

Data from BMBC suggests that 232 new businesses started up in the North area in 2012. A useful starting point would be to establish if these new businesses are still trading, and if so, what are their current business support requirements to develop further?

We are proposing a series of telephone and/or face to face discussions with business owners in each ward in the early part of August 2016 across these four sectors of business.

- Retail
- Manufacturing
- Services
- Social Enterprises

Using a simple diagnostic form, a clear and concise picture will be built to help determine the type of support business owners and managers in the North Area feel would benefit them and the best way this could be delivered.

Our target for face to face calls is a minimum of five per day, this will be supplemented by telephone calls and emails both before and after where field visits are not possible. A core sample in the region of 25-35 businesses is anticipated to give us a fair reflection of feedback.

It is envisaged that not everyone will be prepared to divulge as much information as we would like but we will be asking businesses for:

- Name of business.
- Nature of business.
- Number of years trading.
- Number of employees.
- Current turnover. (Not essential)
- Are your premises leased or owned?
- Do you have a business plan?
- How do you market your business?
- What are your business goals?
- Have you previously had business support, if so what?

Ideally any recommendations for follow on business support funded by the North Area Council would be provided to businesses who haven't previously been eligible for support via the Enterprising Barnsley programme. This may be because the business was in an unsupported sector or were too small to qualify for support both then and now under the current Sheffield City Region Growth Hub.

It is likely that any follow on work would need to be put out to tender by the North Area Council.

### **Cost**

It is envisaged that this project will require seven to eight days to complete. This is based upon:-

- Two days of desk top research and pre-planning including exploratory telephone calls to business owners;
- Four days of field based activity across four wards –pre-arranged meetings with business owners, and cold calls to collect relevant information;
- Up to two days to analyse the information collected and provide a report of the findings including recommendations for future support work.

A fixed price of **£2,250** (net of VAT) will be charged for this work.

An initial start date would be confirmed, but ideally we would like to start week commencing 8<sup>th</sup> August 2016 with an anticipated completion date and delivery of our report and findings by week commencing 29<sup>th</sup> August. Should desk top research suggest that we need to extend the completion date then we will seek permission from the North Area Council Manager. This is only likely if school holidays prevent the collection of enough information in the time available.

Kevin P Steel

Tuesday 12<sup>th</sup> July, 2016

# Item 7

## BARNSELY METROPOLITAN BOROUGH COUNCIL

North Area Council:  
25<sup>th</sup> July 2016

Agenda Item: 7

Report of the  
North Area Council Manager

### Devolved Ward Budget and Ward Alliance Funds

#### 1. Purpose of Report

- 1.1 This report updates the North Area Council on progress in each Ward in expending the Ward Alliance Fund.

#### 2. Recommendation

**That each Ward in the North Area Council area prioritises the efficient expenditure of the remaining Devolved Ward Budgets and Ward Alliance Funds in line with the guidance on spend.**

#### 3.0 Introduction

- 3.1 As part of the decisions made by the Council's Cabinet in 2013 each Ward was allocated an annual Ward Alliance Fund of £10,000. In addition the Area Council has devolved £10,000.
- 3.2 All funding decisions must meet with Ward Alliance approval and be allocated with in accordance with the ward Alliance Finding 2016/17 – Briefing Note. Please refer to appendix 2 for further information.
- 3.3 In considering projects for the use of the Devolved Ward Budget, Members will need to be satisfied that:
- it meets a recognised need for the Ward,
  - it is in the wider public interest (whole community can potentially benefit),
  - it represents value for money.

#### 4.0 Position Statement

- 4.1 The full grant allocation for the North Area's Ward Alliances is £89,129.
- 4.2 By ward:

Ward	Allocation	Allocation Remaining
Darton East	£20,748	£14,986
Darton West	£20,085	£16,883
Old Town	£27,177	£27,177
St Helens	£26,139	£22,581
Area Total	£94,149	£81,627

4.4 Please refer to Appendix 1 for a full breakdown.

**5.0 Challenges and Opportunities**

5.1 All wards should take an opportunity to consult on their ward plan during 2016/17. This will help the Ward Alliances to review the existing plans and reaffirm their ward priorities.

5.1 Any projects requiring a long lead in time will require the involvement of the Area Team as early as possible.

Officer Contact:  
Rosie Adams

Tel. No:  
01226-773583

Date:  
12<sup>th</sup> July 2016

## **Appendix 1:**

### **2016/17 WARD FUNDING ALLOCATIONS**

For 2016/17 each Ward will have an allocation of £10,000 Ward Alliance Fund.

50% of the funding requires a match-funding element of volunteer time that directly relates to the project in question, or other match funding resources (such as free room hire or donations of goods and equipment). This reflects the fact that the fund is intended to support volunteering and social action in our communities.

50% can be used for initiatives that have no volunteer element – such as the purchase and installation of benches, hanging baskets or other street furniture.

Area Councils have the option to allocate up to £20,000 from the Area Council budget to their Ward Alliance. This is discretionary to each Area Council, and Area Council's may also choose not to allocate any funding to ward level.

The carry-forward of remaining balances of the 2015/16 Ward Alliance Fund will be combined and added to the 2016/17 Allocation, to be managed as a single budget with the above conditions.

All decisions on the use of this funding need to be approved through the Ward Alliance.

## DARTON EAST WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£748	carried forward from 2015/16
£10,000	devolved from Area Council
<b>£20,748</b>	<b>total available funding</b>

<b>Project</b>	<b>Allocation</b>	<b>Match funding element of allocation</b>	<b>Non Match funding allocation remaining  £10,374.00</b>	<b>Allocation Remaining  £20,748.00</b>
Mapplewell & Staincross Village Hall - Queens 90th Birthday Celebrations	£2636.58	£1,318.29	£9,055.71	£18,111.42
Mapplewell & Staincross Greenspace & Recreational Group - Bedding plants for Mapplewell war memorial	£200.00	£200.00	£9,055.71	£17,911.42
Mapplewell & Staincross Greenspace & Recreational Group - Dog bin provision	£1,765.00	£1,765.00	£9,055.71	£16,146.42
Mapplewell & Staincross Greenspace & Recreational Group - Queens birthday celebration planting	£530.30	£530.30	£9,055.71	£15,616.12
Hope Street Allotment work	£629.60		<b>£8,426.11</b>	<b>£14,986.52</b>

### DARTON WEST WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£85	carried forward from 2015/16
£10,000	base allocation
<b>£20,085</b>	<b>total available funding</b>

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining  <b>£10,042.50</b>	Allocation Remaining  <b>£20,085.00</b>
Gawber History Group – Gawber Glass House Blue Plaque	£400.00	£400.00	£10,042.50	£19,685.00
Wilthorpe & Redbrook Afternoon Club	£301.96	£301.96	£10,042.50	£19,383.04
Hanging Baskets installation & maintenance	£2500.00	£0.00	<b>£7,542.50</b>	<b>£16,883.04</b>

### OLD TOWN WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£7,177.00	carried forward from 2015/16
£10,000	devolved from Area Council
<b>£27,177.00</b>	<b>total available funding</b>

**The Old Town Ward has not yet allocated any of its Ward Alliance Fund.**

## ST HELENS WARD ALLIANCE

For the 2016/17 financial year the Ward Alliance has the following available budget.

£10,000	base allocation
£6,139	carried forward from 2015/16
£10,000	devolved from Area Council
<b>£26,139</b>	<b>total available funding</b>

Project	Allocation	Match funding element of allocation	Non Match funding allocation remaining  <b>£13,069.50</b>	Allocation Remaining
Clean & Green Team – Laxton Road Allotments clear up	£190.00	£0.00	£12,879.50	£25,949.00
Dog bin for Smithies Rec	£1,628.00	£0.00	£11,251.50	£24,321.00
Athersley TARA - Cook & Eat	£1,350.00	£1,350.00	£11,251.50	£22,971.00
Twilight Group - Reducing Isolation	£390.00	£390.00	<b>£11,251.50</b>	<b>£22,581.00</b>



## **Appendix 2:**

# **Ward Alliance Funding 2016/17 - Briefing Note**

## **2016/17 Allocation**

For 2016/17 each Ward will have an allocation of £10,000 Ward Alliance Fund.

## **Carry-forward Ward Alliance Fund**

Any carry-forward of remaining balances of existing Ward Alliance Fund at year-end will be combined and added to the 2016/17 Allocation, to be managed as a single budget with the above conditions.

All decisions on the use of this funding need to be approved through the Ward Alliance.

## **Area Council Devolved Funding Allocation**

Discretionary Area Council payments will not be made to any Ward Alliance with more than £10k of remaining in-year budget.

Area Councils have the option to allocate up to £20,000/ward from the Area Council budget to their Ward Alliance. This is discretionary to each Area Council and the amount to be allocated is flexible up to the maximum of £20,000/ward.

## **Match funding**

Overarching principle for all of the resources described above :

50% of the funding requires a match-funding element of volunteer time that directly relates to the project in question, or other match funding resources (such as free room hire or donations of goods and equipment).

50% can be used for initiatives that have no volunteer element – such as the purchase and installation of benches, hanging baskets or other street furniture however we would always strongly encourage as much matching as possible in here in the spirit of the key principles behind the Area arrangements of encouraging greater contributions from other sources ( businesses and community)

Note we will keep this under review during 2016.

## Ward Alliance Funding 2016/17

**Basic Allocation £10k**

+

**Carry-forward Ward Alliance Fund £x**

+

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.....  
.....

**Discretionary Area Council Allocation  
£x**

(maximum £20k – not available where Ward  
Alliances have more than £10k in year balance )

**2016/17 Ward  
Alliance Fund  
£x**

**50% to be matched-  
funded by volunteer  
time, external  
income or in-kind  
resources**

**Both elements require  
Ward Alliance  
approval**

**50% does not  
require match-  
funding**

# Item 8

## BARNSELY METROPOLITAN BOROUGH COUNCIL

**North Area Council Meeting:  
Monday 25<sup>th</sup> July 2016**

**Agenda Item: 8**

**Report of North Area Council  
Manager**

### North Area Ward Alliance Notes

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

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

#### **2. Recommendation**

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

#### **3.0 Introduction**

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

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

- 4.1 This report includes all notes of North Area Ward Alliances, received by the North Area Team, that were held between 2<sup>nd</sup> March 2016 and the 12<sup>th</sup> May 2016. Appendices:

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

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

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

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

**Date:**  
**12<sup>th</sup> July 2016**

## Appendix One:

**Darton East Ward Alliance**  
**'CAN DO-WILL DO'**  
**12<sup>th</sup> May 2016 – 6.00pm**  
**Mapplewell & Staincross Village Hall**

Present:	Councillor Roy Miller	Darton East Ward Councillor
	Councillor Harry Spence	Darton East Ward Councillor
	Councillor Gail Charlesworth	Darton East Ward Councillor
	Sandra De-Donno	Mapplewell & Staincross
	Village Hall	
	Pauline Brooks	Methodist Church
	Rebecca Battye	North Area Team
	Paul Marsh	Mapplewell Business Man
	David Hilton	Greenspace

Welcome to Councillor Gail Charlesworth who was recently voted on as a local councillor and David Hilton who will represent Greenspace.

<b>1. Apologies:</b>	David Oates	Mapplewell Business Man
	Jonathan Senior	Greenworks
	Julian Senior	Greenworks

### **1. Minutes of Previous Meeting**

These were declared a true record by Councillor Harry Spence and Pauline Brooks

### **2. Matters Arising –**

<u>Pye Avenue</u> -	Cllr Miller will let people know when the scrappings
are ready	for delivery.
<u>Community Benches</u> –	Work in progress.
<u>Community Magazine</u> -	The deadline is almost here for anything to be
added to the	next edition of the Community
Magazine.	

### **3. Declaration of Interest – None**

### **4. Area Ward Plan**

- Birkinshaws Site Project Cllr Miller spoke to Paul Castle re helping with the project. Rebecca Battye said she has been in touch with Network Rail but they will not clear away anything that is not on the tracks. Cllr Miller has tried to contact Wayne Salter to see if he could shred the trees and garden waste from the project but he is extremely busy. Greenspace will help with the project and arrange volunteers.
- Kingdom (formerly Enforcement Officers) have issued 240 tickets this month. David asked how much that generated and how much the Officers cost to employ. Rebecca will supply this information to the meeting.
- Dog Fouling Kingsway and Mapplewell Park are still experiencing problems with dog fouling. Sometimes bags of dog poo are being thrown into bushes

in the park rather than being put in bins are taken home. Maybe an article about dog fouling could feature in the 'Community Magazine'?

- Hospital Security Cllr Miller made the meeting aware that there had been security issues at the hospital which had led to the introduction of some staff wearing body cameras and CCTV to protect staff.
- Grass Cutting is now every 6 weeks instead of 4. The main routes into Barnsley are always cut but cutting also depends on weather.

## 5. Applications for Funding

Project Name	Mapplewell & Staincross Village Hall
Project Title	Queen's 90 <sup>th</sup> Birthday Tea
Amount Required	£2,636.58
Description	The Village Hall will host a Tea Party on Sunday 12 <sup>th</sup> June from 4.00pm until 7.00pm. Music and Entertainment will be provided. Weather permitted the party will take place outdoors. Union Jack party hats, flags and table decorations will be used. The aim of this event is to bring together the Community to Celebrate the 90 <sup>th</sup> Birthday of our Queen.
Approved	All members of the Darton East Ward Alliance Committee approved

## 6. Finances

- May 2016 Financial Sheet tabled (attached).

## 7. Any Other Business

### Current Economic Wellbeing of Darton East Ward – Paul Marsh

- Paul Marsh presented a business report from a Businessman's point of view on the above subject. The report highlights serious concerns about extra traffic brought onto the local roads by further housing developments. Cllr Spence informed Paul that at one stage he resigned from the planning committee in order to be able to petition against the build but the legislation now stands that if you have 5 years building land in your locality you cannot reject a planning application regardless of the infrastructure in place to support it.

### Clear Kerbs

- The Village is adopting a clear Kerb policy. To prevent parking on pavements curbs are being increased and bollards are being placed where cars can completely park on pedestrian causeways.

### New Houses

- A piece of land from North Gawber, Wakefield Road and Bloomhouse Way on the left hand side by the cricket pitch is to have a 5 detached house development on it. The house prices range from £140k to £160k but the council are hoping that some builders are going to build some houses around the £120k.

### Greenspace in the Area

- Greenspace will really suffer from future building as this is already the lowest green area in this locality.

### Eastfield Arms – Railway Line

Paul Marsh requested a map highlighting the Darton East Ward Area. He has found on a piece of his land a vent shaft from the East Northern Colliery. It is

behind IS Maintenance. Cllr Miller said he would look into this because if it is in this area then it needs preserving.

**8. Time & Date of Next Meeting**

- 6.00pm – Thursday 14<sup>th</sup> July 2016

**Darton East Ward Alliance**  
**'CAN DO-WILL DO'**  
**9<sup>th</sup> June 2016 – 6.00pm**  
**Mapplewell & Staincross Village Hall**

Present:	Councillor Roy Miller	Darton East Ward Councillor
	Councillor Harry Spence	Darton East Ward Councillor
	Councillor Gail Charlesworth	Darton East Ward Councillor
	Sandra De-Donno	Mapplewell & Staincross Village Hall
	Pauline Brooks	Methodist Church
	Rosie Adams	North Area Team
	Paul Marsh	Mapplewell Business Man
	David Hilton	Greenspace
	Jonathan Senior	Greenworks
	Julian Senior	Greenworks

**2. Apologies:** David Oates Mapplewell Business Man

**9. Minutes of Previous Meeting**

These were declared a true record by Councillor Harry Spence and Pauline Brooks

**10. Matters Arising**

Birkinshaw Site - Large equipment has already cleared the site but a week on Saturday smaller equipment will be on site to clear the rest. The area will be seeded (grassed) and a small stumpy fence will be sourced. 'Clean & Green' and 'Greenspace' will be helping with the clear-up. David Hilton enquired on behalf of Anita Hill as to what refreshments would be available on the day but Cllr Miller thought it would only be a mornings' job.

**11. Declaration of Interest**

Paul Marsh made the meeting aware that he owned a plot of land that featured on the orbital route if it was discussed in this meeting. Cllr Miller has suggested to turn left at the Eastfield Arms and go straight across to Lower Baugh so that some industrial units could be introduced to the project.

**12. Area Ward Plan**

- Benches – There has been a slight hiccup with the benches in that they have been installed at 14” high which is too low. They should be 17” and have been adjusted accordingly. David Hilton has had a request for the release of the rest of the money, Cllr Miller will confirm before payment is made.
- Dementia Group – The group has now started and is well attended. Sandra thanked Rebecca for helping with the first session.
- Scrapping – (Cloudberry Way) People will be informed before work commences.
- The Community Magazine is now finished.
- Post Box – no progress has been made

### 13. Applications for Funding

<b>Project Title</b>	Hope Street Work Allotments
<b>Name of Group</b>	Darton East Ward Alliance
<b>Summary</b>	Currently there is a spring running from the field behind the allotments into the plots and down the path which is collecting and flooding a resident's garden. It is also making the parking area unusable. To prevent this, a trench will be dug out and filled with limestone to create a soak-away. Plastic perforated pipe will be installed to divert the water away from the allotment land and the neighbouring properties. There has been some word that there is a drain on site. If possible we plan to connect the drainage up to prevent this happening in future.
<b>Local Priority</b>	Environmental Improvements
<b>Project Priority</b>	It will prevent the area from flooding making it useable once more for the local Community.
<b>Funding Required</b>	£629.60
<b>Action</b>	Wayne Salter has agreed to clear the spring of chippings. A form is required from Highways.
<b>Project Title</b>	Queen's Birthday Celebration Planting – Ibberson Garden & Mapplewell Park
<b>Name of Group</b>	Greenspace Group
<b>Summary</b>	To provide plants for Ibberson Garden & Mapplewell Park and mark the Queen's Birthday with a lasting memorial for this occasion. This would greatly improve the appearance of the areas and improve the local environment. The plants would be planted by volunteers from Mapplewell and Staincross Greenspace and Recreation Group. We will encourage other local groups to help and support us with the planting. This will help and encourage volunteers to 'adopt' their local area – to help maintain the quality of their public space.
<b>Local Priority</b>	Environmental Improvements
<b>Project Priority</b>	Improving the local greenspaces and looking after the local environment.
<b>Funding Required</b>	£530.30
<b>Action</b>	Passed – by all members
<b>Project Title</b>	Bedding Plants for Mapplewell War Memorial
<b>Name of Group</b>	Greenspace Group
<b>Summary</b>	To provide 250 bedding plants for Mapplewell War Memorial. This would greatly improve the appearance of the areas and improve the local environment. The plants will be planted by volunteers from Mapplewell and Staincross Greenspace and Recreational Group. We will encourage other local groups to help and support us with the planting. This will help and encourage volunteers to 'adopt' their local area – to help maintain the quality of their public space.
<b>Local Priority</b>	Environmental Improvements
<b>Project Priority</b>	Encouraging volunteers to 'adopt' their local area – to help maintain the quality of their public space.
<b>Funding Required</b>	£200.00
<b>Action</b>	Passed – by all members
<b>Project Title</b>	Dog Bin Provision
<b>Name of Group</b>	Greenspace Group
<b>Summary</b>	To provide a much needed dog-bin at an area that has an excessive dog waste problem – highlighted by the amount of bagged dog waste left in the layby used by dog owners.
<b>Local Priority</b>	Environmental Improvements
<b>Project Priority</b>	Improving the local area and reducing the health risk, particularly of young children, of discarded dog waste.
<b>Funding Required</b>	£1,765.00
<b>Action</b>	Passed – by all members



#### **14. Finances**

- June 2016 Financial Sheet tabled (attached).

#### **15. Any Other Business**

- Rosie asked the meeting if they would like the Forge Project to attend the next meeting with an update? The meeting agreed to this. Rosie to arrange.
- A wall is falling back in Ibberson Garden. Could a bid be made to the Area Council's £20,000 fund to build a retaining wall which would make the footpath safer? All agreed.
- Woolley Colliery Cricket Club received some 106 money. Could a report on progress be fed back to this meeting. Cllr Miller to chase.
- Cllr Spence was still concerned that we had not heard from Kath Fairweather even though she had been invited to previous meetings which she had not attended and not given her apologies. Rosie tabled a document from the Environmental Enforcement (Kingdom) quarterly report which features statistics concerning the Darton East Ward Area.
- Sandra informed the meeting that everything was ready and organised for the forthcoming Queen's Birthday Tea taking place on Sunday 12<sup>th</sup> June.
- Cllr Miller informed the meeting that Sandra had tendered her resignation as Secretary to this Committee (this being her last meeting as Secretary) but would like to be considered to be kept on as a member. All members agreed. Cllr Miller thanked Sandra for her work.
- Cllr Miller stated that the Gas Board would shortly be digging up Wakefield Road which would cause traffic chaos at the Eastfield Arms Traffic Lights into the Village and for members to watch out for the signs.
- Paul mentioned to Sandra that CAMRA Real Ale are interested in holding an event at the Village Hall. Sandra would like to set up a meeting with them.

#### **16. Time & Date of Next Meeting**

- 6.00pm – Thursday 14<sup>th</sup> July 2016

## **Appendix Two:**

### **Notes of Darton West Ward Alliance.**

**6<sup>th</sup> June, 2016 at the Darton Centre.**

**Attendees:** Cllr Alice Cave, ( Chair), Cllr Sharon Howard, Cllr Linda Burgess, Jason Gardner, Mary Elliott, Carol Gamwell, Richard Haigh.

North Area Team: Rebecca Battye.

#### **1 Welcome and apologies**

Apologies were received from Dominic McCall.

#### **2. Notes of the Meeting 9<sup>th</sup> May 2016.**

These were agreed as a true record.

##### ***Action points:***

A Rebecca to provide update on progress of installation of the defibrillator.

B Councillors to follow up with Forge on project working in our Ward.

C Richard to contact Jill at Forge and undertake Ward survey.

D Lee Swift to produce a poster to publicise all organisations involved with Darton West Ward.

E Local groups to be encouraged to attend the Mayors Parade.

F Jason and Mary to be involved with their respective groups.

#### **3. W.A.F. Update.**

3.1 Rebecca Battye provided an update of the budget for 2016/ 2017.

3.2 There were no WAF applications.

#### **4. North Area Council Project Update.**

An update was given on the Enforcement Project delivered by Kingdom Security.

***Action point:*** Rebecca to invite Green and Clean Team to the next meeting.

#### **5. Ward Priorities and Projects.**

The Group gave updates to the Ward Action Plan which was to be updated for the next meeting.

***Action point:*** Further updates to be a key agenda item for the next meeting.

#### **6. Love Where You Live.**

Rebecca updated Group of upcoming events in Love Where You Live month.

Jason and Mary have Groups involved.

Richard gave interview to Dearne FM on behalf of WA.

#### **7. Communications.**

***Action point:*** Rebecca to identify the cost of a new notice board for Wilthorpe area

#### **8. Ward Alliance Membership.**

Some names of potential new members were received.

***Action point:*** Linda to follow up with an initial contact

#### **9. A.O.B.**

There was no other business

**10. Date of the next meeting: 11<sup>th</sup> July 2016 at 5.00 pm at The Darton Centre**

## **Notes of Darton West Ward Alliance**

### **July 11th 2016 at the Darton Centre**

**Attendees:** Cllr Alice Cave, (Chair), Cllr Linda Burgess,  
Cllr Sharon Howard, Carol Gamwell, Jason Gardner, Richard Haigh.

**North Area Team:** Rebecca Battye.

**Green and Clean Team:** Martyn Hall, Jill Booth.

### **1 Welcome and Apologies**

Apologies were received from Mary Elliott.

### **2 Notes of the Meeting June 6<sup>th</sup> 2016 and review of action points**

The notes were agreed as a true record.

#### ***Action points***

A Rebecca updated re defibrillator installation. Guardians required to monitor the defib. Rebecca to contact possible names to assist. Cllrs Cave and Howard to meet with Rebecca and report to the Group next meeting.

B Rebecca to contact Lee Swift and look at progress being made with design of poster to publicise organisations involved with Darton West Ward Alliance.

C Rebecca to seek permission from Parks Services to move the Barugh Green noticeboard to the footpath into the Rec.

### **3 North Area Council Green and Clean Team**

Martyn Hall and Jill Booth gave an update of their role and work undertaken across the Ward with local groups. Future Projects were discussed including woodland development at Barugh Green Rec, work with Barugh green Club, wildlife area near Darton College.

#### ***Action points:***

A Jason to contact Rachael Dickinson for Carillion contact re permission for wildlife area and report at the next meeting.

B Jason to identify possible sites for bulb planting in Kexbrough.

C Forge to follow up with VFD re projects on Longfields

D Richard to follow up on clean up work at Darton Skate Park

E Jason and Richard to work with Clean and Green Team on a September Project when Learners return after Summer Break

F Richard to identify autumn bulb planting sites in Gawber and Redbrook.

G Richard to work with Jill Booth and Martyn Hall re option for help with overhanging trees from houses on Redbrook Rd

### **4 WAF update**

4.1 Rebecca presented an updated budget for 2016/17.

4.2 Application Update.

The Yorkshire Military Band application was supported in principle.  
£1500.00 was agreed for purchase of equipment with conditions:

A New members would be recruited from Darton West Ward where possible.  
B Band to offer their services at 4 out of 6 venues, Darton Fete, Service at Darton College, Barugh Green Christmas Lights Fundraising, Darton Afternoon Club and Redbrook/ Withorpe Afternoon Club.

***Action point***

Linda and Rebecca to meet with Band Representative to discuss and report to Group.

**5 North Area Council Projects 2016/17 updates**

NAC Information Advice Project was discussed and it was recognised the project was successfully supporting a valuable number of local residents.

**6 Ward Priorities and Projects 2016/17**

Ward Priorities Action Plan was updated with contributions from all members.

***Action points***

A Alice, Carol and Richard to action installation of activity boards at Barugh Green play area with Jo Birch.

B Sharon and Richard to ascertain views of young people re tennis court adaptation from local Youth Worker. Rebecca to help set up meeting.

C Linda to arrange HLF Project Steering Group meeting in July

D A Horizon College teacher to be invited to Sept meeting to discuss community projects for students in Redbrook and Gawber area.

E BMBC to be asked about temporary planting on Redbrook roundabout because of delays in being able to develop something permanent.

**7 Any Communications**

***Action point:***

Rebecca to follow up provision of a new notice board at Redbrook.

**8 WA Membership**

Potential new members were discussed and will be contacted.

**9 A.O.B.**

Consultation on Local Plan proposals on Friday 15<sup>th</sup> July 2016 at Barugh Green WMC 5.00 pm until 7.00 pm

**Date and Time of Next Meeting.**

**1<sup>st</sup> August 2016, Darton Centre 5.00 pm until 7.00 pm.**

***Agenda to include Action Plan updates, bulb planting and Christmas proposals***

## Appendix Three:

### Old Town Ward Alliance Minutes – 8<sup>th</sup> June 2016

#### Present

Cllr. Anita Cherryholme (Chair) – Cllr. Liz Grundy – Cllr Phil Lofts

BMC Rep: Lee Swift

Community Reps: Dorothy Hayes – Sheila Lowe – Kirsty Summerfield – John Love – Bill Gaunt – Michelle Cooper

#### Apologies

Garry Swift – who also tendered his resignation as Malcolm Wood brought Garry as he does not drive and as now Malcolm is no longer a member of the group Garry felt he was unable to attend.

Anita as Chair welcomed Phil Lofts to his first Ward Alliance meeting as the newly elected councillor for Old Town

**Minutes from previous meeting were accepted as a true copy.**

#### Matters Arising

- **Dog Fouling – Signs and Walkabouts**

- Lee reported that the Dog Fouling signs are now in the process of being made and there are 8 signs being made to be put on different sites around the ward. These are areas that the Walk about team has discovered have a problem.
  - 1 at Brettas Park – 2 on St Pauls field area – 2 in Pogmoor around the Sugdens park area – 2 in Wilthorpe Park and 1 off Huddersfield Road opposite College Fields Estate
  - Phil asked if we had done anything with the stencils which mark the ground where dog fouling issues occur – Liz informed us that that she has had regular contact with the Green & Clean team and given them a list of the areas and we have been put on the ‘waiting list’ as all wards are having issues with dog fouling. Phil asked if Winter Road could be added to this list.

**ACTION LIZ**

- **Old Town WA Web Page**

- Bill informed the group that he still required information from each member about their Community Involvement - **ACTION ALL**
- Bill said the “what’s on page” is reliant on members sending him the information so that he can publicise events **ACTION ALL**
- Bill will input all the hard copies of our consultation forms onto the web Site Database – these were done at the Family Fun Day 1<sup>st</sup> June. More will be gathered at Ad Astra Somme Art Display / Coffee Morning and at The Old Town Gala in July.

#### Ward Plan / Consultation

- **Consultation** – Lee informed us that Central are now asking for evidence that each Ward Alliance are collecting evidence from local communities to back up their Ward Plans – We have got a great deal of evidence of the process we are currently using and will collate more as we develop our working document – Ward Plan.
- **Betterware Approach** – After some discussion about the usefulness of this approach it was agreed that we would use this method to collate/consult with specific areas within the Ward.
  - **Brettas Park** – Bill and John
  - **College Fields** – Sheila

- **Honeywell** – Anita and Phil
- **Stocks Lane** – Michelle
- **Wilthorpe** – Liz Kirsty and Dorothy
- Lee will produce/tweak the questionnaires and distribute at the next meeting – 50 per area. This will include a letter and instructions about the Web Site.  
**ACTION LEE**

- **Ward Plan**

- Phil thought the current Ward Plan was weak – it was explained to him that in its current state it is at the start of our second round of consultation and as a working document more information, action plans and leads would be inputted once we have completed the consultation process with the wider community
- This created a great deal of discussion about the Ward Plan and what Phil thought was lacking from the group/plan – More members required – an overview and promotion of the local businesses. Promotion and production of a Newsletter and whether funds could be put into a bank account (maybe Willowbank Partnership) to cover some costs and for incoming monies for advertising etc., Lee advised the group of the difficulties the Ward Alliance had whilst doing The Bot Magazine, in regards to receiving money from businesses.
- Possible new members could include Cameron Stirk from The Emanuel Church – Father Craig Tomlinson from St Pauls and Dominic Jones from Brettas Park. Invites to be sent to them - **ACTION LEE**

- **Role of a Ward Alliance Member.**

- Lee spoke about how we as a group can inspire other members of our community to be involved in local activities, and about ourselves aspiring to become more active and committed to the work of the ward Alliance.
- There had been a recent review of the Ward Alliance membership in line with the governance for all Ward Alliances and we now need a few more members who can commit to the work that we do.
- There was a great deal of discussion about the ‘needs’ within the group and this discussion led to us agreeing to meet to discuss Members ideas for the Ward Plan.
- Meeting was set for 29<sup>th</sup> June at 7pm to discuss the Ward Plan and allow all members to have an input into shaping the plan.
- **LEE** to book the room.

- **Love Where You Live**

- The LWYL launched this year’s incentive in June and Old Town has had an excellent start to the events.
  - 1<sup>st</sup> June 2016 – Ad Astra/ Friend of Wilthorpe Park Family Fun Day – due to the inclement weather the event had to be moved to St Pauls Church Hall where around 250 attended the event.
  - 3<sup>rd</sup> June 2016 – The Ad Astra Team from Old Town did litter picks in 3 of the North Area Council Wards
  - 10<sup>th</sup> June 2016 Friends of Wilthorpe Park launched the newly Refurbished Play Park in Wilthorpe Park
  - 11<sup>th</sup> June 2016 – Emanuel Church with Liz Grundy Lee Swift and Green & Clean Team did a Litter Pick in Old Town
  - 12<sup>th</sup> June 2016 Swift Street Woods did their monthly Clean up and held a celebratory event as part of the Queens 90<sup>th</sup> Birthday Celebrations
  - 12<sup>th</sup> June 2016 Emanuel Church hosted a Fun Day as part of the Queens 90<sup>th</sup> Birthday Celebrations.
    - Some of our local volunteers gave “quotes” about Why They Volunteer and some have been chosen to as part of BMBC advertising campaign.

- MAYORS PARADE to raise the profile of LWYL The North Area will be taking part in the Mayors Parade – this will be held on Saturday 9<sup>th</sup> July – If anyone would like to be involved please let Lee know ASAP.
- **Ward Alliance Funding Applications**
  - WAF budget as of 7/7/16 £27,176.79
  - Declaration of Interest for the first bid was nil.
  - 24<sup>th</sup> Barnsley Brownies – Old Town
    - This group applied for £1920.00 to fund a trip to Flamingo Land and Holiday uniforms. – This bid was declined
  - Declaration of Interest for second bid – Anita – Bill and John – there was a discussion as to whether Phil should leave the group as he was involved with the group. He stated that he had only advised the group and had no direct interest, and therefore was entitled to stay.
  - Willowbank Special Interest Group - Smithies
  - This group applied for Waymark posts and signage to launch a walk around part of Barnsley Canal in the Willowbank area. – There was a great deal of discussion as to whether this should be funded due to the fact that some posts had already been placed recently and someone had removed them and to the matter of ownership of the land these posts were going to be put on. This bid was accepted and the group were awarded £618.24 – The application was signed off by the Chair

### **Forth-Coming Events – Dates for your Diary**

- **2<sup>nd</sup> July 2016** - Ad Astra Somme Art Work / Coffee Morning – to be held at St Pauls Church Hall 10am till 1pm.
- **3<sup>rd</sup> July 2016** – Old Town Community Fair – to be held on St Pauls Field starting at 12noon – help required with the set up etc please contact Bill Gaunt or John Love.

### **Any Other Business**

- Can we send Dorothy the minutes through the post
- The Raffle monies raised at The Town Hall Celebration will be split 50/50 between The Hospice and Tiny Hearts – £131.00 was raised and members were asked if anyone would like to contribute to top it up £150 the monies will be sent on via Liz
- Media Sub Group – John and Bill will set this up and contact members for more information /support.

**The date of the next Meetings will be:**

**Special Meeting to discuss Ward Plan – Wednesday 29<sup>th</sup> June 2016 at 7pm –  
Edith Perry Room**

**Next Ward Alliance Meeting – Wednesday 13<sup>th</sup> July 2016**

## Appendix Four:

St. Helen's Ward Alliance  
Minutes of Meeting  
Thursday 09<sup>th</sup> June 2016 at 5:00pm



### Present:

- Cllr. Jenny Platts (Chair); Cllr. Sarah Tattersall; Kath Bostwick Madge Busby; Ruth & David Gammon; Aimee Phillips; Lee Swift; Steve Abson also sent apologies on behalf of the Coalfields Regeneration Trust.

### Apologies:

- Cllr. Dave Leech; Clyde Black; John Hallows.

### Minutes of Previous Meeting:

- The minutes were adopted.

### Matters arising:

- It was agreed that the matter of an Expressions of Interest from Mick and Joanne Mann should be carried forward to a later date.
- The volunteer involved in clearing dog fouling bins is still active and the question of a new arrangement is still to be resolved.

### Forge Clean and Green:

- Gill and Martyn attended and discussed potential areas where their services could be utilised. Ideas included Monsal Crescent and New Lodge Village Green.
- Their contact address is: [naccleangreen@gmail.com](mailto:naccleangreen@gmail.com)
- It was agreed to record our thanks for their recent efforts.
- There was a general discussion on producing suitable leaflets for a mail drop.

### Gala:

- Various matters were discussed in brief but it was agreed a detailed discussion should take place. There will be a meeting at 8 Peveril Crescent on Thursday 16<sup>th</sup> June at 09:30.
- David G is preparing notes in advance of the meeting to forward to Lee S

### Funding Applications:

- The application from **Twilight Club** was supported by a short presentation by John Hatfield. In essence this was a continuance of last year's successful funding and received the full approval of attending members in the amount of £390. The secretary is to send the customary confirmation email.
- Madge Busby gave an outline of the aims behind the application from **Athersley TARA**. Cllr. Tattersall has an interest in this group so did



not contribute to the discussions. Appropriate certificates have been obtained and more equipment is required in order to taken the Cook & Eat project forward with an emphasis on children.

Again the application was approved in the sum of £1349.75 and is to be confirmed by email. Banking facilities will be made available through Barnsley Neighbourhood Watch Liaison Group

**Any other business:**

- The upcoming Mayor's Parade was discussed. A rosette or sash should be created to identify St. Helen's Ward Alliance.  
We need to establish who will wish to take part and their T-shirt size and inform Lee S

The next meeting will be 21<sup>st</sup> July 2016 at 5pm.

This meeting closed at 6:25pm

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