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| <b>MEETING:</b> | Penistone Area Council               |
| <b>DATE:</b>    | Thursday, 14 April 2016              |
| <b>TIME:</b>    | 10.00 am                             |
| <b>VENUE:</b>   | Council Chamber, Penistone Town Hall |

## AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

### Minutes and notes

- 2 Minutes of the Penistone Area Council meeting held on 11th February, 2015 (PAC.14.04.2016/2) (*Pages 3 - 6*)
- 3 Minutes from the Penistone East and West Ward Alliance held on 21st January, 2016, and 10th March, 2016 (PAC.14.04.2016/3) (*Pages 7 - 10*)

### Performance

- 4 Report on the use of Devolved Ward Budget and Ward Alliance Fund (PAC.14.04.2016/4) (*Pages 11 - 14*)
- 5 Presentation from Growforest
- 6 Social Return On Investment - Countryside Skills Commission (PAC.14.04.2016/6) (*Pages 15 - 22*)

### Items for Decision

- 7 A Service to Support Isolated and Vulnerable Older People (PAC.14.04.2016/7) (*Pages 23 - 36*)

### Items for Information

- 8 Articles for the 2nd Edition of the Community Magazine (PAC.14.04.2016/8) (*Pages 37 - 38*)
- 9 Penistone Area Review

To: Chair and Members of Penistone Area Council:-

Councillors Barnard (Chair), Griffin, Hand-Davis, Millner, Unsworth and Wilson

Area Council Support Officers:

Jeremy Sykes, Penistone Area Council Senior Management Link Officer  
Elaine Slater, Dearne Area Council Manager  
Joe Micheli, Lead Locality Officer  
Peter Mirfin, Council Governance Officer

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

Wednesday, 6 April 2016

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|-----------------|--------------------------------------|
| <b>MEETING:</b> | Penistone Area Council               |
| <b>DATE:</b>    | Thursday, 11 February 2016           |
| <b>TIME:</b>    | 10.00 am                             |
| <b>VENUE:</b>   | Council Chamber, Penistone Town Hall |

## **MINUTES**

**Present** Councillors Barnard (Chair), Griffin, Hand-Davis, Millner, Unsworth and Wilson

### **31 Declarations of pecuniary and non-pecuniary interests**

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

### **32 Minutes of the Penistone Area Council meeting held on 10.12.2015 (PAC.11.02.2016/2)**

The Area Council received the minutes of the previous meeting held on 10 December 2015.

The Area Council Manager reported on the progress of the DIAL service, with three clients helped during week commencing 1 February and one the previous week. Last week's sessions had taken all of the available time, indicating how involved the process was. Nevertheless, Members considered that the service needed to be promoted further, including through the Barnsley Chronicle.

In relation to Ward Alliance membership, it was noted that it might be possible to recruit a Foundation Governor from Penistone Grammar school and discussions had been held with Father David regarding church representation. It was noted that the Reverend Ann Parr might be interested and that Councillor Millner would make contact with her.

The meeting noted the positive feedback received about the community magazine, including from the Community Liaison Manager at Tesco's. Members were reminded that articles for the next edition were required by the end of March 2016.

**RESOLVED** that the minutes of the Penistone Area Council meeting held on the 10 December 2015 be approved as a true and correct record.

### **33 Notes from Penistone East and West Ward Alliance held on 17th December, 2015 (PAC.11.02.2016/3)**

The meeting received the notes from the Penistone East and West Ward Alliance held on 17 December 2015.

The meeting noted that Joe Pingy was liaising with John Openshaw regarding a local event to commemorate the Battle of the Somme on 1 July 2016, to be coordinated with the event to be held in Barnsley. Councillor Millner would preside over the Penistone event as Deputy Mayor of the Town Council, given that Councillor Hand-Davis was visiting Serre.

**RESOLVED** that the notes from the Penistone East and West Ward Alliance held on 17 December 2015 be received.

**34 Report on the use of Devolved Ward Budget and Ward Alliance Fund (PAC.11.02.2016/4)**

The Area Manager presented a report detailing expenditure from the Devolved Ward Budget and Ward Alliance Funds, which included funds allocated from Public Health. The Area Manager gave an update on the information in the report, noting that the Devolved Ward Budget was now fully allocated because of applications currently in the pipeline. £18,000 of Ward Alliance Funding remained unallocated, although it was noted that this could be carried forward to 2016/17.

**RESOLVED** that the report detailing the use of the Devolved Ward Budget and Ward Alliance Fund be noted.

**35 Penistone Area Council commissioning, procurement and funding update (PAC.11.02.2016/5)**

The Area Manager presented a report giving an update on the current position of services commissioned and procured by Penistone Area Council. The report also incorporated, at Appendix 1, a financial analysis of the commissioning budget for 2014/15 to 2016/17.

The meeting noted that the countryside skills training commission had not necessarily achieved its initial objective, of providing practical skills for young people in developing stone walling and hedge laying businesses, but had had considerable success in re-engaging people in a work routine. In particular, an initial assessment of the social return in investment from the project was considered to be extremely positive, and the full results from this assessment would be reported to the Area Council in April. Members commented on the approach of GrowForest in taking forward the commission, which suggested that the proprietor's skills could be used to motivate young people in other fields of activity.

In relation to the clean and tidy commission, the meeting noted good progress against targets, and the particular impact in the work to clear verges and litter on the main routes in the Penistone area, that is A616, A628 and A629.

The meeting went on to discuss the arrangements to consider priorities for commissions in 2016/17, and the proposal to arrange a workshop meeting for this purpose. The meeting discussed whether the experience of the countryside skills commission could be used to develop a further project, perhaps with Enterprising Barnsley, to seek to develop new businesses or self-employment. Members commented that they would like to revisit the issue of a rural bus service commission, particularly given the extent of rural isolation. The Area Manager commented that she would make the necessary arrangements for a workshop, with relevant supporting information and expert contributions to assist in Members' consideration of this issue.

**RESOLVED:-**

- (i) that the update on current commissioned projects, as set out in the report now submitted, be received;
- (ii) that the current financial position of the Area Council commissioning budgets for 2015/16 and 2016/17 be noted; and
- (iii) that the Area Manager make appropriate arrangements for a workshop session to consider commissioning and procurement priorities for 2016/17.

**36 The Future of Penistone Working Together Fund (PAC.11.02.2016/6)**

The Area Manager presented a report giving an update on activity of the Working Together Fund and seeking consideration of options for the future of the approach. The meeting noted that only two applications had been received, which seemed to be more suited to funding support from Section 106 money or the Ward Alliance Fund and so were being progressed accordingly. Members expressed disappointment that initial expressions of interest had not resulted in formal applications and that Members needed to work through their networks to promote the Fund more vigorously. The need for greater promotion of the Fund, through Facebook and the community magazine was also discussed.

**RESOLVED:-**

- (i) that the Penistone Working Together Fund continue in 2016/17 with a total allocation of £120,000 and on similar criteria, as set out at section 3 of the report;
- (ii) that the need for more active promotion of the Fund, including through Facebook and the community magazine, be agreed, with Members making contact with appropriate community organisations to promote the fund; and
- (iii) that the Area Manager convene the grants panel to consider the outstanding application in order that this might then subsequently progress to be considered for Ward Alliance funding, if appropriate.

**37 Elaine Slater - Appreciation**

The meeting noted that the Penistone Area Manager, Elaine Slater, was due to take retirement on 31 March 2016. The Chair expressed his appreciation for the work that Elaine had done in her time as Area Manager to take forward the work of the Area Council and he expressed his best wishes for a long and happy retirement.

**RESOLVED** that the Chair's comments be endorsed.

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Chair

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**NOTES OF PENISTONE EAST AND WEST WARD ALLIANCE MEETING  
HELD ON THURSDAY 21<sup>st</sup> JANUARY 2016 AT PENISTONE TOWN HALL**

**Present:** Cllr R Barnard (Chair), Cllr J Unsworth, Cllr A Millner, B Green, J Cutts, A Rusby, A Pestell, R Leech, D Edmondson and B Blyth, John Hallows, (Barnsley Neighbourhood Watch Liaison Group) and Mick O'Roarke (Penistone Youth Worker).

**In Attendance:** E Slater Penistone Area Council Manager and J Openshaw, Community Development Officer.

**1. The chair opened the meeting with introductions.**

**2. Youth Service Update,** the Chair welcomed Mick O'Roarke who went on to update the meeting with an overview of the work and projects delivered at the Young Peoples Centre in Penistone. The Centre has been supported by the Ward Alliance to deliver a wide range of environmentally focussed projects. The centre continues to offer practical engagement of young people within the Penistone area. The environmental focus of the projects has enabled the centre to forge strong links with the Walls and Woods project commissioned by the Area Council. An open invitation to visit the centre was extended to members. The Chair thanked Mick for his presentation.

**3. Barnsley Neighbourhood Watch Liaison Group** the chair welcomed John Hallows who gave an informative presentation on the work of the liaison group who are a borough wide group of Neighbourhood Watch Schemes. One of their initiatives is the deployment of CCTV cameras into resident's homes in the last 3 years cameras have been used in 250 premises. John went on to explain how the cameras were used and how the information is recorded. Since September 2015 the cameras have been deployed across Penistone 8 Times. The project currently has 25 with 50% over 5 years old; proposals are to update the cameras with at least one per ward. Members questioned John on the use of cameras in rural areas and how the installations are requested and the cost of the equipment. The chair thanked John for his informative presentation.

**4. Apologies:** Cllr P Hand-Davis, Cllr D Griffin, Cllr J Wilson, A James, B Meek, K Richardson, and S Webber.

**5. Declarations of Pecuniary and Non-pecuniary Interest**  
None declared

**6. Notes of the Meeting Held on 17<sup>th</sup> December 2015**  
The notes were accepted as a true record of the meeting.

**7. Matters Arising**

**Remembering the Battle of the Somme,** the Community Development Officer, updated the meeting distributing information on 6 individuals from Penistone who were killed on the first day of the battle 1<sup>st</sup> July 1916. He also reported that St Johns Junior School had expressed an interest in being part of the project.

**Older Persons Project,** B Blyth gave an update on the development of the project proposal.

## **8. Applications for Financial Assistance**

The Community Development Officer gave an update of the funding available.

**The following applications for financial assistance were considered:-**

**a. The Barnsley Neighbourhood Watch Liaison Group** the provision of CCTV Cameras for use around the Borough for security purposes, to identify Crime, Anti-Social Behaviour, and other quality of life issues.  
Members recommended an allocation of £1,000.00

**b. Thurgoland Welfare Village Hall**, the installation of a hearing loop, the community centre is used by many community groups serving the elderly, many of whom are hard of hearing.  
The total project cost is £986.00 the request is for £586.00.  
Members recommended an allocation of £586.00

## **9. Clean and Tidy Service**

The Community Development Officer gave an update on the project and the work undertaken to date.

## **8. Any Other Business**

### **a. Community Magazine**

Members were questioned on receipt of the magazines some areas had not received copies and others have received copies of the publication produced by other area councils.

### **b. Clean For The Queen**

The Community Development officer reported on an initiative by the Keep Britain Tidy Campaign to celebrate the Queen's 90<sup>th</sup> Birthday a national clean up on the weekend of 4<sup>th</sup> 5<sup>th</sup> and 6<sup>th</sup> June. If members wanted to arrange an event the Penistone team were available to give support.

### **c. Community Defibrillator,**

The Community Development officer reported on an application submitted to the British Heart Foundation for three defibrillators to be located at Hoylandswaine Cricket Club, Tesco's and Millhouse Institute.

### **d. Round Table Sleigh**

Members were updated on the success of the Round Tables Christmas event and the sleigh funded by the Ward Alliance.

## **9. Date and time of next meeting –**

Members agreed that the next meeting would be held on the 10<sup>th</sup> March 2016 7pm at Penistone Town Hall, requesting a timetable of dates for the rest of the year.

**The meeting closed at 8:30pm**



## **NOTES OF PENISTONE EAST AND WEST WARD ALLIANCE MEETING HELD ON THURSDAY 10<sup>th</sup> MARCH 2016 AT PENISTONE TOWN HALL**

**Present:** Cllr R Barnard (Chair), Cllr J Unsworth, Cllr A Millner, Cllr P Hand-Davis, Cllr J Wilson, Cllr D Griffin, B Green, B Meek, J Cutts, R Leech, R Blyth, and J Keer.

**In Attendance:** E Slater Penistone Area Council Manager and J Openshaw, Community Development Officer.

**1. Apologies,** A Pestell, S Webber, A James, P Reckless, K Coulton.

**2. The chair opened the meeting with introductions.**

**3. Declarations of Pecuniary and Non-pecuniary Interest**

J Cutts, declared a non-pecuniary interest in the funding application by Penistone Centre Stage Musicals.

R Leech, declared a non-pecuniary interest in the funding application by Silkstone Parish Council.

**4. Correspondence**

The chair presented a letter of thanks from Councillor J Hayward the Armed Forces Champion for the support towards the Borough wide Battle of the Somme Commemorations.

A letter of thanks has also been received from Thurgoland Village Welfare Association, giving thanks for the support with the installation of a Hearing Loop.

**5. Notes of the Meeting Held on 21<sup>st</sup> January 2016**

The notes were accepted as a true record of the meeting.

**6. Matters Arising**

**Battle of the Somme**, the chair gave details on the commemoration events taking place, and the proposals in place to restore the Barnsley Pal's Memorial. Members pointed out that many Penistone residents would have joined the Sheffield Pal's regiments.

**7. Applications for Financial Assistance**

The Community Development Officer gave an update of the funding available.

**The following applications for financial assistance were considered:-**

- a. Friends of Tankersley St Peters School, Healthy Active Lifestyles. The provision of Cook & Eat Sessions to parents. Members recommended an allocation of £2,500.00.
- b. Friends of Penistone Church, Battle of the Somme 2016. Commemorations of the Battle and the fallen on the 1<sup>st</sup> July at the Penistone War Memorial. Members recommended an allocation of £200.00.
- c. Penistone Library, 50<sup>th</sup> Anniversary Celebrations. Proposals to hold events celebrating the libraries Anniversary. Members supported the proposals but requested a revised application, devolving the decision on the revised application to elected members.

- d. Saunderson Gardens, Maintenance costs. Members recommended an allocation of £250.00.
- e. Jubilee Singers, Sheet Music, members considered the application and previous applications received from the group, members rejected the application, having previously supported the group with the purchase of sheet music.
- f. Silkstone Parish Council, A628 Crossing Dragons Teeth, Members recommended an allocation of £750.00, matching a similar contribution from the Parish Council.
- g. Penistone Centre Stage Musicals, Performance 2017, Members recommended an allocation of £3,000.00.
- h. Penistone Young Peoples Centre, Forest School Days, Members recommended an allocation of £600.00.
- i. Penistone Young Peoples Centre, Adopt a Bench Phase 2, Members recommended an allocation of £1,800.00.
- j. Penistone Young Peoples Centre, Wildlife, Community Garden and Raised Beds Project, Members recommended an allocation of £200.00.

## **8. Clean and Tidy Service**

The Community Development Officer gave an update on the project and the work undertaken to date.

## **8. Any Other Business**

- a. **Penistone Area Manager**, the Chair reported the decision of Elaine Slater to take early retirement from the 1<sup>st</sup> April 2016. The chair and members of the Alliance gave thanks to Elaine for all her work supporting the Ward Alliance and the community of Penistone.
- b. **Community Access Defibrillator**, the community Development Officer gave an update on the Application for support from the British Heart Foundation and an approach to Denby Dale Round Table to lead an application for the installation of a Community Defibrillator at the Tesco store.
- c. **Future meeting dates**, the community Development officer distributed a list of future meeting dates for approval.
- d. **EPIP**, members were updated on the EPIP Project and the current funding available, with funding applications currently available.

## **9. Date and time of next meeting –**

Members agreed that the next meeting would be held on the 21<sup>st</sup> April 2016, 7pm at Penistone Town Hall.

**The meeting closed at 8:15pm**

**Penistone Area Council (March 2016) Update****Devolved Ward Budget Overview**

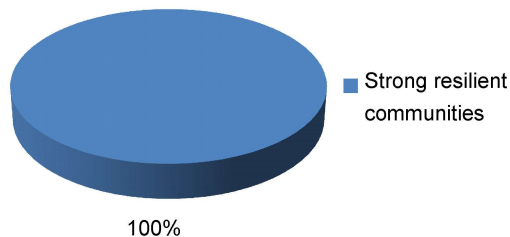
The Penistone Area Council has a Devolved Ward Budget grant allocation of £21,761.11 for the 2015-2016 financial year. This allocation, broken down by Ward below, is made up of a £20,000 allocation for 2015-2016, and a carry forward allocation of £1,761.11 from the 2014-2015 financial year.

| <b>2015/2016<br/>DEVOLVED WB</b> | <b>Carry Forward<br/>2014-15</b> | <b>2015-16<br/>allocation</b> | <b>Full 2015-16 Allocation</b> |
|----------------------------------|----------------------------------|-------------------------------|--------------------------------|
| <b>PENISTONE</b>                 | <b>£1,761.11</b>                 | <b>£ 20,000.00</b>            | <b>£21,761.11</b>              |
| Penistone East                   | £1,661.11                        | £ 10,000.00                   | £11,661.11                     |
| Penistone West                   | £100.00                          | £ 10,000.00                   | £10,100.00                     |

To date, the Penistone Area Council has allocated £19,411.50 of its £21,761.11 Devolved Ward Budget allocation, with £9,292.76 of this commitment being charged.

| <b>2015/2016<br/>DEVOLVED WB</b> | <b>Allocation</b>  | <b>Committed<br/>spend</b> | <b>Charged<br/>spend</b> | <b>Allocation<br/>remaining</b> |
|----------------------------------|--------------------|----------------------------|--------------------------|---------------------------------|
| <b>PENISTONE</b>                 | <b>£ 21,761.11</b> | <b>£ 19,411.50</b>         | <b>£ 9,292.76</b>        | <b>£ 2,349.61</b>               |
| Penistone East                   | £ 11,661.11        | £ 9,955.75                 | £ 4,746.38               | £ 1,705.36                      |
| Penistone West                   | £ 10,100.00        | £ 9,455.75                 | £ 4,546.38               | £ 644.25                        |

A breakdown of how these allocations for both the Penistone East and West wards support the Corporate plan priorities is below:



The Penistone East Ward has allocated £9,955.75 of its £11,661.11 Devolved Ward Budget allocation. To date £4,746.38 of this allocation has been charged to the Ward.

| <b>Devolved Ward Budget Project</b>                            | <b>Allocation</b> | <b>Charged<br/>spend</b> | <b>Allocation<br/>remaining</b> |
|--|-------------------|--------------------------|---------------------------------|
| PE Summer Bedding plants (50:50 split with Penistone West)     | £ 618.00          |                          | £ 11,043.11                     |
| Re-wire/new ceiling/roof insulation at Thurgoland Village Hall | £ 3,000.00        | £ 3,000.00               | £ 8,043.11                      |
| Touch Down (50:50 split with Penistone West)                   | £ 150.00          |                          | £ 7,893.11                      |
| Community cohesion activity                                    | £ 450.00          | £ 450.00                 | £ 7,443.11                      |
| Thurgoland Parish Council – Village Clock                      | £ 600.00          | £ 600.00                 | £ 6,843.11                      |
| Winter bedding plants  | £ 370.00          |                          | £ 6,473.11                      |
| Penistone Advice Drop In                                       | £ 2,785.50        | £ 696.38                 | £ 3,687.61                      |
| Penistone Summer (2015) Hanging baskets                        | £ 1,157.25        |                          | £ 2,530.36                      |
| Penistone Summer bedding (50:50 split with Penistone West)     | £ 325.00          |                          | £ 2,205.36                      |
| Battle of the Somme project                                    | £ 500.00          |                          | <b>£ 1,705.36</b>               |

The Penistone West Ward has allocated £9,455.75 of its £10,100 Devolved Ward Budget allocation. To date, £4,546.38 of this has been charged to the Ward.

| Devolved Ward Budget Project                               | Allocation | Charged spend | Allocation remaining |
|--|------------|---------------|----------------------|
| PE Summer Bedding plants (50:50 split with Penistone East) | £ 618.00   |               | £ 9,482.00           |
| Touch Down (50:50 split with Penistone East)               | £ 150.00   |               | £ 9,332.00           |
| Ingbirchworth War Memorial                                 | £ 3,850.00 | £ 3850.00     | £ 5,482.00           |
| Doorstep security  | £ 200.00   |               | £ 5,282.00           |
| Winter bedding plants                                      | £ 370.00   |               | £ 4,912.00           |
| Penistone Advice Drop In                                   | £ 2,785.50 | £ 696.38      | £ 2,126.50           |
| Penistone Summer (2015) Hanging baskets                    | £ 1,157.25 |               | £ 969.25             |
| Penistone Summer bedding (50:50 split with Penistone East) | £ 325.00   |               | £ 644.25             |

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

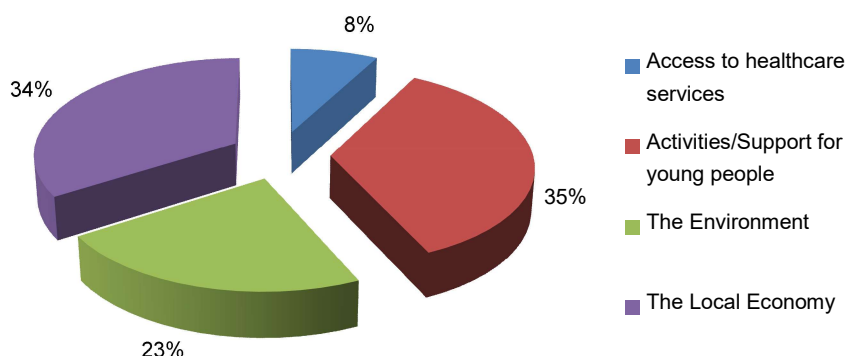
The Penistone Area Council's Ward Alliance has a Ward Alliance grant allocation of £63,139.14 for the 2015-2016 financial year.

This allocation, broken down by Ward below, is made up of a £20,000 allocation for 2015-2016, a carry forward allocation of £3,139.14 from the 2014-2015 financial year and a £40,000 Area Council contribution.

| 2015/2016 Ward Alliance | Carry Forward 2014-15 | 2015-16 allocation | Area Council allocation | Full 2015-16 Allocation |
|-------------------------|-----------------------|--------------------|-------------------------|-------------------------|
| Penistone               | £ 3,139.14            | £ 20,000.00        | £ 40,000.00             | £ 63,139.14             |

The Penistone Ward has allocated £53,232.61 of its £63,139.14 Ward Alliance allocation. The Penistone Ward has £1,571.06 of Public Health Funds remaining which is included in the total allocation for 2015/16.

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



The Penistone Ward have a total of **£9,906.53** Ward Alliance Funding unallocated.

However, as the Penistone Ward Alliance Secretary has had a bursary of £500 to date, this leaves the actual allocation of Ward Alliance funding to allocate at **£9,406.53**

The projects declared a total number of 4864 volunteer hours, which equates to the equivalent monetary value of £53,941.76

| <b>Ward Alliance Fund Project</b>   | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| Penistone Round Table – Sustainable Round Table                           | £ 2,600.00        | £ 2,600.00           | £60,539.14                  |
| Silkstone United Cricket Club – Mobile Cricket nets for juniors           | £ 987.00          | £ 987.00             | £59,552.14                  |
| Green Moor Cricket Club – The Gazebo                                      | £ 549.00          | £ 549.00             | £59,003.14                  |
| Hoylandswaine Arts Group – Bringing the community to the arts             | £ 1,614.50        | £ 1,164.50           | £57,388.64                  |
| Green Moor Carol Singers – Green Moor Local Carol Book                    | £ 1,500.00        | £ 1,500.00           | £55,888.64                  |
| Hunshelf Parish Council – Parish & Community Book & Goods exchange        | £ 1,070.15        | £ 1,070.15           | £54,818.49                  |
| Thurgoland Village Welfare Association – Redecorating/Refurb Village Hall | £ 1,900.00        | £ 1,900.00           | £52,918.49                  |
| SGRA – Link Path from Saunderson Gardens to TPT                           | £ 1,400.00        | £ 1,400.00           | £51,518.49                  |
| Tankersley Parish Council – Community Clear Up Day                        | £ 85.00           | £ 85.00              | £51,433.49                  |
| Penistone & District Allotments – Storage shed                            | £ 900.00          |                      | £50,533.49                  |
| Silkstone Community Centre  | £ 5,374.65        | £ 5,374.65           | £45,158.84                  |
| Penistone Library – Messy Monkeys   | £ 1,944.00        |                      | £43,214.84                  |
| Penistone Young People – Adopt a Bench pilot                              | £ 450.00          |                      | £42,764.84                  |
| Oxspring Parish Council – We're watching you campaign                     | £ 600.00          | £ 600.00             | £42,164.84                  |
| Thurgoland Bowling club – Mowing machine                                  | £ 1,000.00        | £ 1,000.00           | £41,164.84                  |
| Penistone Young People – Young People's Forest school days                | £ 700.00          |                      | £40,464.84                  |
| Penistone Young People – Smart Art  | £ 300.00          |                      | £40,164.84                  |
| Penistone Young People – Young people's wildlife                          | £ 450.00          |                      | £39,714.84                  |
| Oxspring Friends Group – Indoor Bowling Club                              | £ 1,500.00        |                      | £38,214.84                  |
| Gunthwaite & Ingbirchworth PC – Village salt spreader                     | £ 315.00          | £ 315.00             | £ 37,899.84                 |
| Sporting Penistone – Essential building repairs                           | £ 10,574.87       | £10,574.87           | £ 27,324.97                 |
| Silkstone CARE Group – Jay Wood   | £ 781.00          | £ 781.00             | £ 26,543.97                 |
| Thurgoland Village Welfare Association – Installation of a hearing loop   | £ 586.00          | £ 586.00             | £ 25,957.97                 |
| Craft club – Huskar Rooms   | £ 750.00          | £ 750.00             | £25,207.97                  |
| BNWLG – Security CCTV Camera  | £ 1,000.00        | £ 1,000.00           | £24,207.97                  |
| Traffic Regulation Order  | £ 4,000.00        |                      | £20,207.97                  |
| SGRA – Link Path from Saunderson Gardens -                                | £ 250.00          | £ 250.00             | £19,957.97                  |
| Friends of Tankersley – Healthy Active lifestyles                         | £ 2,500.00        | £ 2,500.00           | £17,457.97                  |

|   |            |          |                  |
|---|------------|----------|------------------|
| Silkstone PC – Dragons teeth road markings  | £ 750.00   | £ 750.00 | £16,707.97       |
| Penistone Centre stage musicals – 2017 performance                                | £ 3,000.00 |          | £13,707.97       |
| Friends of Penistone Church – Battle of the Somme 2016                            | £ 200.00   |          | £13,507.97       |
| Penistone Young People's Centre – Adopt a bench , Phase 2                         | £ 1,800.00 |          | £11,707.97       |
| Penistone Young People's Centre – Young people's wildlife garden/raised beds      | £ 200.00   |          | £11,507.97       |
| Penistone Young People's Centre – Young people's forest schools days              | £ 600.00   |          | £10,907.97       |
| Penistone Library & E-Learning Centre – 50 <sup>th</sup> Anniversary celebrations | £ 330.00   |          | £10,577.97       |
| Battle of the Somme project   | £ 671.44   |          | <b>£9,906.53</b> |

**BARNSELEY METROPOLITAN BOROUGH COUNCIL**

**PENISTONE AREA COUNCIL**

**Report of the  
Penistone Area Council Manager**

**Date: 14 April 2016**

**Countryside Skills Project – Social Return on Investment**

**1.0 Purpose of Report**

- 1.1 To provide information on the outcome of a recent Social Return on Investment (SROI) model and methodology used to measure the wider value and impact of activities and projects.
- 1.2 To report on how this model was applied to the Penistone Countryside Skills Commission.
- 1.3 To give the results of the SROI assessment for the Countryside Skills Commission.

**2.0 Recommendations**

- 2.1 That Penistone Area Council receives and notes the contents of the report.
- 2.2 That members consider the implications of Social Return on Investment when planning future commissions.

**3.0 Background**

- 3.1 Social Return on Investment (SROI) is defined as 'a framework for measuring and accounting for the value' of activities.
- 3.2 It looks to measure how the activity brings about change and impact to the people who take part in it or who benefit from it, by capturing the value of economic, social and environmental outcomes which are often missed when focusing only on the unit cost of an activity – the usual way in which value for money is assessed.
- 3.3 The SROI model uses a monetary value to represent these changes or impacts which have occurred because money is widely accepted as a way of understanding and conveying value – so an SROI return would describe something as providing (for example) £6 for every £1 invested.
- 3.4 The SROI model uses around 120 financial 'proxies' to place a monetary value on a particular type of activity or impact. Some of these proxies also provide a value for something having been prevented – for example, the prevention of

someone becoming homeless. These proxy figures are not a guess, and each proxy is heavily backed by research from a range of bodies which have assessed the impact of the activity in another place and allocated it a financial value.

**3.5** The 120 financial proxies are then grouped together into headings which demonstrate impact against the 8 indicators for the Sustainable Development of Communities created by Sir John Egan in 2003; still recognised as the most thorough set of indicators to describe a sustainable community, which are:

- Active, Inclusive and safe
- Well served
- Well run
- Environmentally sensitive
- Well designed and built
- Well connected
- Fair for everyone
- Thriving

**3.6** The SROI model adds up all of the proxies which a project can show clear evidence of meeting. It then looks at how much the project has cost and compares the two to provide a ratio of social value against the original investment. For example a project costing £30,000 which generated SROI outcomes of £90,000 would have a return of £3 for every £1 invested.

**3.7** The model then takes into account other issues which will affect the final level of SROI return, including leakage, drop-off, attribution (who or what else may be able to claim some credit for the impact that happened), and deadweight.

**3.8** A formula to weight these extra issues is then applied to make the final figure and a final SROI outcome of £X for every £1 invested is calculated. This outcome is a measure of the impact and social value the project provided to those affected by it.

#### **4.0 Using Social Return on Investment to assess the impact of Area Governance Activities**

**4.1** Consultants Rocket Science Regeneration & Rose Regeneration have been working with Stronger Communities staff since December 2015 to help staff to analyse the Social Return on Investment levels on Area Council funded projects, with one project per Area Council.

**4.2** Rocket Science Regeneration & Rose Regeneration chose Penistone Area Council's Countryside Skills Project to undertake an SROI exercise. The results of that exercise are attached as **Appendix 1 to this report**.

**Contact:**  
**Elaine Slater**  
**Penistone Area Council Manager**

**Date: 24 March 2016**



# 1. Countryside Skills

A practical training course in Countryside Skills based in Penistone and aimed at 16-24 year olds.

## The issue

The Penistone Area Council identified the improvement and sustainability of the local environment as a priority. Lying some 8 miles from the town centre, Penistone is surrounded by countryside. The Area Council therefore wanted young people to appreciate the environment.

The Area Council also recognised that whilst getting a good education is vital for young people there is also a place for vocational and skills based training. The Area Council therefore wanted to support a training project that would help young people acquire knowledge and skills to look after and protect the environment.

## The response

In October 2014, the Area Council funded Growforest to run a project for 16-24 year olds. The course – which lasts 15 weeks – is intended to provide participants with practical skills in dry stone walling, hedge laying and woodwork.

Initially the Area Council funded the project for one year at a cost of £100,000. However, Members took the decision to extend the project to March 2016 with an additional £56,864 awarded.

The training course was initially offered to young people in Penistone. However, the Area Council decided to open the project up to the wider Barnsley area and extend the age group that the training was available for.

Participants are referred to the course by schools, Jobcentres and other local organisations.

## Inputs

The training course will receive £156,864 from the Penistone Area Council from October 2014 to March 2016.

Over a twelve month period (October 2014-October 2015) the input costs have been: £98,000 from the Penistone Area Council and £2,000 from in-kind contributions (the use of Cawthorne Woods).

## Outputs

Between October 2014 and October 2015, 40 people participated in the training course, with 29 staying for the duration of the course and 14 of these individuals going on to obtain a Lantra Level 1 qualification in stonewalling.

## Outcomes

The following outcomes can be attributed to the project over a twelve month period (October 2014-October 2015):

| Bristol Accord Domain   | Outcome  | Proxy   | Gross Value                  | L | D | A | D Off | Net Value |
|-------------------------|--|---|------------------------------|---|---|---|-------|-----------|
| Active Inclusive & Safe | Improved Social Capital<br>Community Ties &<br>Strengthened Civic<br>Engagement Through<br>Greater Use Of<br>Community Space | Value Of Increased<br>Happiness Through<br>Living Near Greenspace   | 29*£300<br>£8,700            | 0 | 5 | 0 | 20    | £6,525    |
|                         | Increased Volunteering &<br>Potential For Greater<br>Community Participation<br>& Development                                | Cost Of Supporting A<br>Young Person In A<br>Job Readiness Programme  | 29* £943.38<br>£27,358       | 0 | 5 | 0 | 20    | £20,519   |
|                         | Reduced Social Isolation<br>For Community Members  | The Value Of Feeling<br>More Confident In<br>Being With Family &<br>Other People As A<br>Result Of Taking Part<br>In Adult Learning | 29*£690<br>£20,010           | 0 | 5 | 0 | 20    | £15,008   |
| Environment             | Increased Or Improved<br>Open Green Spaces<br>& Recreational<br>Infrastructure   | Value Of<br>Greenspace  | 5*£115,000<br>£575,000       | 0 | 5 | 0 | 20    | £431,250  |
| Well Connected          | Improved Health &<br>Wellbeing For<br>Local Residents  | Valuation For Improved<br>Emotional Wellbeing Arising<br>Through The Common<br>Assessment Framework                                 | 52780 (hours)*£6<br>£316,680 | 0 | 5 | 0 | 20    | £237,510  |
| Thriving                | Skills Development &<br>Improvement For Local<br>Residents & Workers   | Average Increase<br>In Earnings From<br>Achieving An NVQ2   | 29*£1698<br>£49,242          | 0 | 5 | 0 | 20    | £36,932   |

Total inc.  
Deadweight, Leakage  
Attribution, Drop Off  
£747,744

Input Costs  
Core Costs £98,000  
Use of Cawthorne  
Woods £2,000  
Total £100,000

The sources for each financial proxy are as follows:

Value Of Increased Happiness Through Living Near Greenspace

<http://www.bbc.co.uk/news/science-environment-13616543>

Cost Of Supporting A Young Person In A Job Readiness Programme

<https://www.gov.uk/government/publications/social-value-act-information-and-resources/social-value-act-information-and-resources>

The Value Of Feeling More Confident In Being With Family & Other People As A Result Of Taking Part In Adult Learning

<https://www.gov.uk/government/publications/valuing-adult-learning-comparing-wellbeing-valuation-and-contingent-valuation>

Value Of Greenspace

<http://www.neighbourhoodsgreen.org.uk/casestudy/display?casestudy=43>

Valuation For Improved Emotional Wellbeing Arising Through The Common Assessment Framework

[www.local.gov.uk/c/document\\_library/get\\_file?uuid=e59b819b](http://www.local.gov.uk/c/document_library/get_file?uuid=e59b819b)

Average Increase In Earnings From Achieving An NVQ2

<http://webarchive.nationalarchives.gov.uk/20130401151715/http://www.education.gov.uk/publications/eOrderingDownload/RR821.pdf>

## A more sustainable Community...

The training course fits the following characteristics from the Bristol Accord:

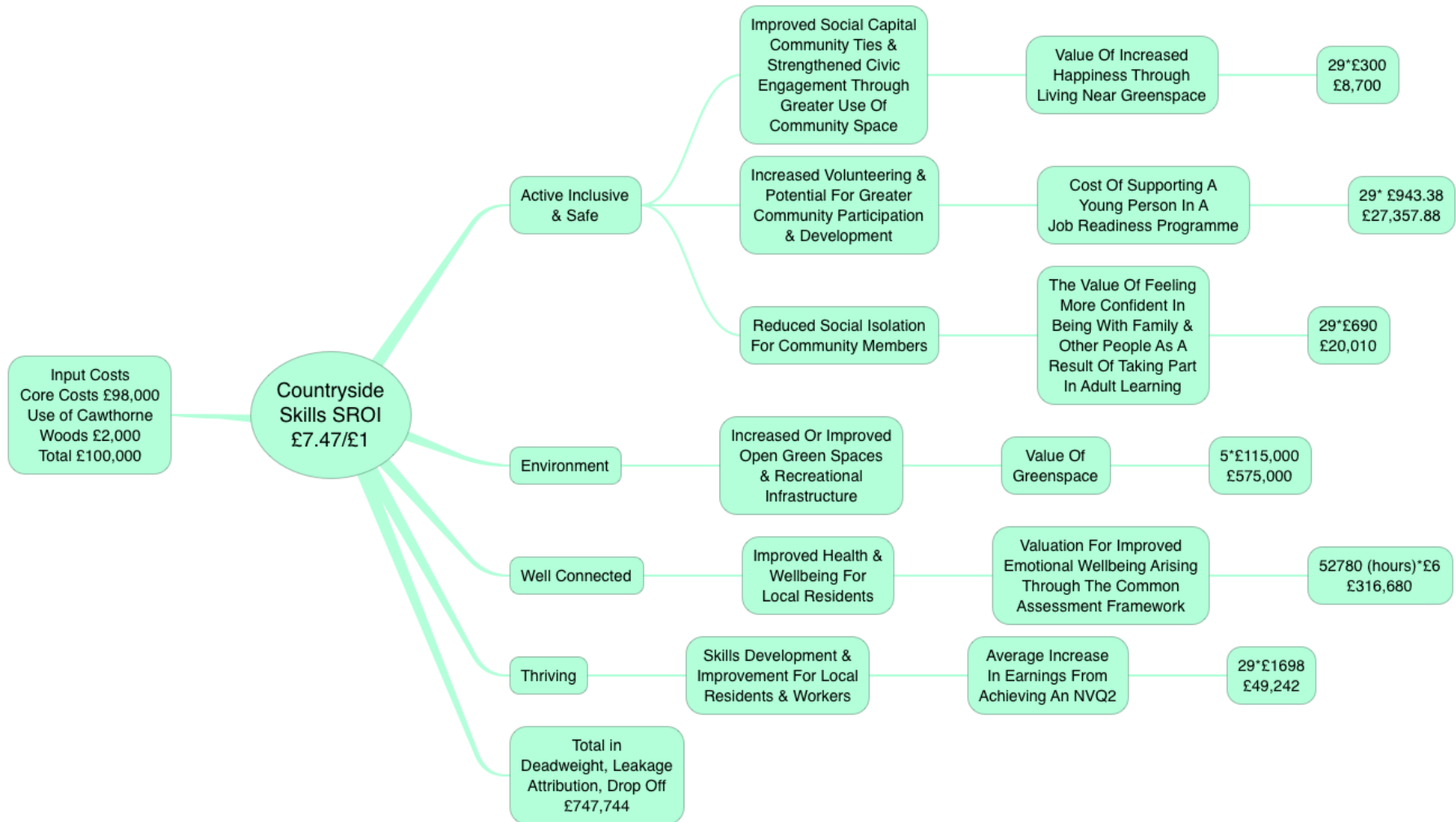
- Opportunities for cultural, community and other activities, including for young people (active, inclusive and safe domain).
- Making efficient use of natural resources and protecting the environment (environment domain).
- Helping young people to travel within and between communities in Barnsley (well connected domain).
- A wide range of training opportunities (thriving domain).

## Social Return

The overall value of the social impacts delivered by the programme comes out at: £746,311

This gives a Social Return on Investment of:  $\text{£}747,744/\text{£}100,000 = \text{£}7.47$  for every £1.00 invested

This is shown in the visualisation below:





**BARNSELEY METROPOLITAN COUNCIL**

**PENISTONE AREA COUNCIL**

**Report of the  
Penistone Area Council Manager**

**Date: 14 April 2016**

**Draft Specification – Isolated and Vulnerable Older People Service**

**1.0 Purpose of Report**

- 1.1 To seek approval from members of Penistone Area Council of the draft specification with associated costs, attached as Appendix 1 to this report.

**2.0 Background and Context**

- 2.1 At the Penistone Area Council Meeting held on 11 February 2016 members agreed that the Penistone Area Council Manager organise a workshop for members to further consider statistical data and local intelligence with regard to funding projects which meet the Economic and Health and Well Being priorities of the Area Council.
- 2.2 A workshop subsequently took place on 3 March at Penistone Town Hall. As well as elected members, senior officers and members of the Area Team, it was also attended by two local carers, and a representative from Penistone East and West Ward Alliance.
- 2.3 A number of factors were taken into consideration by attendees of the workshop including the following:
- That according to the national statistics of population ageing in the UK approximately 23% are over 60. In the Penistone East and West areas this is known to be significantly higher i.e. 39%
  - That the rural nature of Penistone East and West combined with poor transport links and scant facilities in some of the local parishes, villages and hamlets contributes to the loneliness and isolation issue.
  - That reduction in loneliness and isolation contributes to improved health and wellbeing.
- 2.4 A video blog of the work of an existing project, Central Area Council's Loneliness and Isolation commission was also received by the group.
- 2.5 Following discussion elected members requested that the Penistone Area Council Manager draft a specification of requirements for a project to address the needs of isolated and vulnerable older people in the Penistone East and West Area for consideration by members at the next Penistone Area Council Meeting.

### **3.0 Recommendations**

- 3.1 That members approve that specification to be used to produce a full procurement strategy to go out on YORtender with regard to procuring a service to address the needs of isolated and vulnerable older people in the Penistone East and West area.**
- 3.2 That members agree to an indicative initial cost of £70,000 for the commission to 31 March 2017 with the option to extend the project for a further year at the discretion of the council. The option to extend the contract for a further year will be subject of funding being available, satisfactory performance of the provider and the agreement that there is still a need for the service to be provided.**
- 3.3 That members also agree a price quality split for the contract of 80/20 in favour of quality.**
- 3.4 That authority be given to the Executive Director Communities to complete necessary paperwork to allow the project to proceed to procurement.**

**Elaine Slater  
Penistone Area Council Manager  
Tel: 01226 775382**

**Date: 16 March 2016**



# Penistone Area Council

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## Specification of Requirements for: Support for Isolated and Vulnerable Older People

### 1. Brief Summary of Service

Penistone Area Council wish to commission a provider to develop and deliver a service which will address the needs of isolated and vulnerable people, especially older people who live in the Wards of Penistone East and West. The service should increase the security, independence, and health and well-being of people at the risk of, or experiencing, loneliness and isolation.

In developing and delivering this service, the provider should ensure that it is contributing to the Council's Corporate priorities and outcome statements. Sustainability, community support, self-reliance, resilience and reciprocity should therefore be built into the service design and delivery. Also and where possible the opportunity for increased volunteering/mentoring in the area should be incorporated.

### 2. Background and Context

A number of population groups are considered vulnerable to social isolation and loneliness. Older people, as individuals as well as carers have specific vulnerabilities owing to the loss of friends and family, loss of mobility and loss of income. It is well documented that reducing loneliness and isolation leads to an improvement in health and well-being and can reduce the need for more acute care and health services.

The national statistics of population ageing in the UK are well known with those known to be 60 and above accounting for approximately 23% of the national population. ***In the Penistone East and West Areas this is significantly higher i.e. 39%.***

Another contributing factor is the rural nature of Penistone East and West covering over 50% of the Barnsley Borough but with only 10% of its population. The area has 13 parishes as well as a number of small villages and hamlets which are not all well served by local transport, which contributes to the loneliness and isolation issue.

Also evident is the lack of facilities and amenities in some of the outlying rural areas coupled with the lack of access to suitable transport services for amenities which are available in Penistone Town and some of the larger villages and parishes as well as Barnsley Town Centre.

During 2013 Penistone Area Council put out a specification on YORtender to invite tenders to pilot a subsidised rural bus service which would bring people from outlying areas into Penistone town on Market day, giving them time to both shop and access other services i.e. health care. No tenders came forward – despite repeating the process a second time. It is therefore expected that the successful tender will highlight a bespoke and creative solution to this issue

Following extensive consultation during 2013 Penistone Town Council highlighted access to health care services in and around Penistone as a common and recurring issue. This was consequently adopted as a priority of Penistone Town Council in their 'Community Led Plan' and subsequently by Penistone Area Council who changed it to the wider priority of 'Health and Well Being' in September 2015. It is this priority that this particular commission will help to address.

Barnsley Community Foundation a local Community Interest Company who were commissioned through BMBC to establish a mobility scooter hire, befriending, home shopping, home from hospital and community car service in central Barnsley identified that in the first 12 months of operation they also supported 27 individuals from the Penistone East and West Wards with a variety of support needs.

In recognition of the above, local knowledge, input from elected members and Penistone Area Council's Ward Alliance (members of the community working alongside elected members) a workshop was held on 3 March 2016 to look more closely at the needs of the area in relation to isolation and vulnerability of older people. Members of the Area Team, senior officers and elected members as well as a number of local carers and a member of the Ward Alliance with a particular interest in age related issues conducted debate and discussion about the issues related to vulnerable and older people in the Penistone East and West area.

Following the workshop elected members requested the Penistone Area Council Manager to draw up a specification of requirements to go out on YORtender for a provider to address some of the main issues highlighted by the debate and known factors about the area.

It was agreed that the main areas for consideration the commission should address are as follows:

- Befriending Scheme
- Transport Solutions which also support disability inclusion
- Identification, signposting and help with access to groups in the Penistone and East and West area who can support/offer interest for older people
- Support the establishment of new groups
- Inclusion and support of Volunteers in the delivery of the commission

In addition it is expected that the commission will:

- Provide universal access to good quality information about local services, promoting health and active lifestyles, and on demand help with small tasks.
- Promote a positive image of older people, and enabling contact between older people.
- Provide access to shops, leisure, health services, housing services, libraries, etc.
- Support vulnerable and older people to access the services of their choice.
- Ensure people have greater choice and control over meeting their needs.
- Fill gaps in service provision that otherwise people could not access

The commission will also contribute to building the social capital agenda by:

- Supporting people to take part in the local community, having social contact and experiencing friendships, which is a key to good quality of life, health and wellbeing.
- Motivating and incentivising volunteers to 'give something back' turning them into valued contributors by providing opportunities to use their skills, knowledge and expertise to help others live independently.
- Promoting a positive image of vulnerable and older people.
- Working with other service providers in an integrated way to tackle some of the key issues which prevent vulnerable and older people from living healthy, active lives.

### 3. Strategic Aims and Priorities for BMBC and The Penistone Area Council

#### BMBC Priorities

**Vision** – Working together for a brighter future, a better Barnsley

**Values** –

**Working Together** We work as “One Council”, as a Team towards the same goal: to make Barnsley a better place for the people who live, work and visit here.

**Honesty** We always say what we mean and are reliable, fair and true.

**Excellence** Working to provide the best quality and value for money for the people of Barnsley.

**Pride** Dedicated to making Barnsley a better place, we take pride in our work.

#### **Penistone Area Council Priorities**

Penistone Area Council's current priorities are as follows:

- Improving and Maintaining the Environment including the Green Environment
- Maintaining and Improving Health and Well Being
- Positive Activities for Young People
- Roads and Transport Including Road Safety
- The Economy

#### **4. Specific Aims and Objectives of the Service / Project**

- Reduce loneliness and isolation
- Improve physical health and emotional wellbeing
- Enable older people to participate in community life
- Increase independence and social inclusion in the home and in the community;
- Give choice and control to the individual by offering access to a wider choice of facilities and services;
- Increase the opportunities for volunteers and volunteering
- Encourage neighbourhoods of the local parishes, villages and hamlets to identify ways they can reach out to lonely isolated people in their community.
- Increase awareness of and access to existing facilities and services for older people in Penistone town and the surrounding area.

## 5. Social Value Objectives of the Service

The successful provider will be required to actively contribute to the achievement of specific social value objectives. These include:

- Local spend
- Use of local voluntary/community organisations in delivery of the commission
- Training and support of volunteers
- Development of strong community networks, self-help and resilience
- Provision of local skills development, work experience placements and apprentice opportunities.

## 6. The Service/Activities to be Delivered

The appointed provider will develop an innovative service that compliments existing provision for vulnerable and older people living in Penistone East and West Wards. It will also meet the specified objectives and deliver the outcomes outlined in this document.

The service is likely to be made up of **a number of interventions** that have an evidence based rationale for reducing isolation and loneliness in older and vulnerable people and will make a contribution to achieving the Council's corporate priorities and addressing an element of Penistone Area Council's 'Health and Well Being' priority.

These should at the very least include the following:

### **Neighbourhood Inclusion Workers**

#### **Individual Support and Home Visit Service**

Neighbourhood social inclusion workers could provide older people with emotional, practical and social support. This could act as an interface between the community and public services and help individuals to find appropriate means of support. The Social Inclusion workers could offer home-based visits, enabling often frail older people to discuss concerns and help them to look into which service or community provision may be beneficial to them.

Social Inclusion workers could identify isolated individuals and then signpost them to appropriate services and support. They could also offer a degree of flexibility in terms of delivery and necessary adaption, dependent on the needs of the older people concerned.

The service could be available to people over the age of 60 residing in Penistone East and West wards and who:-

- Without support are at risk of losing their independence
- Due to temporary incapacity are unable to leave their home
- Are returning home from hospital and are without support
- People whose poor health/mobility makes it difficult for them to get out of the home

**Befriending Scheme** One to one befriending has been shown to reduce loneliness and has a positive effect on depressive symptoms. It is aimed at offering lonely and isolated older people vital companionship and emotional support. This could include volunteers visiting individuals in their own homes to provide emotional and practical support. It could also include support with transport and /or picking up medication or shopping. Befriending provides companionship for lonely and isolated people, the chance to develop a new relationship, and opportunities to participate in social activities. It could include a 'Phone a Neighbour' scheme where local people offer a telephone service to someone who lives alone in their area. It could be run by local people who could pre-arrange a phone call to people living on their own to chat and discuss any concerns they may have and give information et.

This could also offer help and support to use a PC and the internet to allow older people to access information about services and facilities they require.

**Transport Solutions** – The rural nature of Penistone East and West and the lack of adequate transport for older and vulnerable people requires the provider to use innovative and creative solutions to the problem. This may consist of more than one approach to create a bespoke service which addresses the needs of individuals and/or particular parishes/villages/ hamlets rather than a 'one size fits all' solution.

**Identification, signposting and help to access groups who can offer interest/support to older people.** There are many different groups and services available in the Penistone East and West area and the service provider will be expected to match individuals to the most appropriate group/service and provide help with transport including specialist solutions for people with disability issues.

**Support the establishment of new groups who can meet identified needs for older and vulnerable people.**

In areas where groups/activities vulnerable older people are not well developed the provider will be expected to assist in supporting the establishment of new ones, which could include:

- Social groups meeting within each other's homes
- New clubs within existing local premises e.g. public houses, working men's clubs, community centres, churches, schools etc.
- Identification of individuals/groups who have a common interest but may not know of each other

### **Inclusion and Support of Volunteers in the delivery of the service**

The identification, support and inclusion of volunteers in the delivery of this project is vital to creating positive outcomes and will be a key consideration for the provider.

#### **7. Target Groups**

Older (over 60??) and vulnerable people living in the Penistone East and West Wards.

#### **8. Location and Area**

Penistone East and West Wards.

#### **9. How will this work help to improve the local area**

The commission will increase the number of vulnerable and older people accessing shopping, leisure, facilities as well as health services, housing services, libraries.

Increase the number of older vulnerable people being able to access social and other groups in the community.

The befriending scheme will help decrease the feelings of loneliness and isolation for people living in a rural area with such a wide geographical spread.

Highlight the health and wellbeing of older people as 'whole community issue'.

Ultimately decrease the demand on Health Services and reduce Hospital admissions.

Support older and vulnerable people to stay comfortable, informed and healthy in their own homes.

Improve the number of people engaged in volunteering activities in the community.

## 10. Performance Measures

### 9a. Outcomes

*(What good, benefit, change are you expecting to achieve as a result of the service or activity being delivered?)*

| <i>(state outcome)</i>   | <i>(evidence)</i> | <i>(Evaluation Methodology)</i> |
|--|-------------------|---------------------------------|
| Reduction in feelings of loneliness and isolation in older people  |                   |                                 |
| Highlighting older people's health and wellbeing as 'everyone's business' With an emphasis on prevention and the contribution that all stakeholders and services can make. |                   |                                 |
| Older people being given the chance to have greater involvement in improving their lives.  |                   |                                 |
|  |                   |                                 |

### 9b. Outputs (collectables)

*(Easy to measure actions, units, events that tell us how much, how many or how often)*

| <i>(Output)</i>                         | <i>(Target Number)</i> | <i>(Supporting Evidence)</i> |
|---|------------------------|------------------------------|
| New jobs created                        |                        |                              |
| Number of home visits to older people   |                        |                              |
| Number of attendances of older people   |                        |                              |
| Number of befrienders                   |                        |                              |
| Phone a Neighbour arrangements in place |                        |                              |



|   |  |  |
|---|--|--|
| No of Travel plans/solutions put in place |  |  |
| No of volunteers involved in project      |  |  |
| No of volunteer hours                     |  |  |
| <b>9c. Milestones</b>                     |  |  |
| <i>(Activity/Action)</i>                  | <i>(By When)</i>                               |  |
| Place tender advert                       | Mid May 2016                                   |  |
| Tender Return                             | End May 2016                                   |  |
| Tender Evaluation                         | 1 <sup>st</sup> week in June 2016              |  |
| Tender Report and Approval to Award       | 2 <sup>nd</sup> week in June 2016              |  |
| Standstill period and feedback            | End June 2016                                  |  |
| Issue Letter of Intent / Contract         | 2 <sup>nd</sup> Week July                      |  |
| Provider to determine delivery schedule.  | ?3 <sup>rd</sup> /4 <sup>th</sup> week in July |  |
| Project commences                         | Early August 2016                              |  |

### 11. Contract Value

£70,000 with an option to extend for a further year should funds be available.

*For evaluation tender evaluation purposes there will be a price / quality split, 20%/80% respectively?*

### 12. Contract Terms and Conditions

#### **Data Protection**

Use of databases and contacts with ex-pupils should all comply with the relevant data protection legislation. Appropriate permissions must be sought where appropriate.

#### **DBS Check :**

Anyone involved in the project who meets the requirements of a DBS Check will be required to have a Barnsley Council DBS check.

### 13. Monitoring and Recording Arrangements

The Provider will need to be able to demonstrate the effectiveness of the service in terms of delivering the agreed outcomes, outcome measures and outputs. There is a key requirement of the Provider to:

Collect, collate and report on a range of agreed indicators on a quarterly basis as part of a quarterly report. This should also include the submission of 2 case studies (group, individual or illustrating good practice/innovative work)

Establish compatible systems to ensure effective management and performance management of the service. Information systems must comply with the requirement of the Data Protection Act.

Attend quarterly meetings with the contract manager to discuss the quarterly report and request any additional information/provide clarification, if required.

An end of year report to be submitted

An end of Project report and lessons learned to be submitted 3 months before the contract end date.

The Penistone Area Council Manager will review performance and may reasonably ask for additional information at any time. Service provision will be subject to annual review.

### 14. Quality Standards

The provider will be required to comply fully with the Provider's own and BMBC's procedures and policies relating to safeguarding.

All staff employed or engaged by the Provider will be subject to a DBS check.

The provider will also ensure that;

All staff are equipped with appropriate training, staff development and supervision

All staff employed or engaged by the Provider are informed and are aware of the standard of performance that they are required to provide and are able to meet that standard.

The provider will have a robust system for monitoring complaints and suggestions; feedback from service users will inform service delivery

**Experience/Referees :**

The provider will be expected to provide CVs for all staff responsible for the delivery of the programme.

Please provide contact details for suitable referees that we can contact and that can endorse your track record of successful delivery of similar events.

**15. Commissioning/Procurement Officer Details**

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**Penistone Area Council**

**Report of the  
Penistone Area Council Manager**

**Date: 14 April 2016**

**Suggested Articles for Inclusion in the 2<sup>nd</sup> Edition of 'Penistone Matters'  
Community Magazine**

**1.0 Purpose of Report**

- 1.2 To inform members of the articles submitted to date for inclusion in the 2<sup>nd</sup> edition of the community magazine – Penistone Matters.

**2.0 Recommendation**

- 2.1 That members note the list of articles to be included in the 2<sup>nd</sup> edition of the community magazine.

**3.0 Background**

- 3.1 Following the successful production and distribution to all households in Penistone East and West of the winter edition of Penistone Matters and the complimentary feedback from residents, the Area Team has now collated the following list of articles for inclusion in a summer edition of the magazine.

- Introduction – Cllr Robert Barnard, Chair, Penistone Area Council
- Update on the work of the Penistone East and West Ward Alliance
- Penistone Clean and Tidy Team
- The work of Penistone Round Table
- Spending Section 106 funds in and around the Penistone Area
- Ingbirchworth War Memorial
- Penistone Stage Musicals Theatre Group
- Trans Pennine Trail Conservation Volunteers
- Penistone FM
- Penistone Young People's Centre Activities
- The work of Oxspring Parish Council and the Titivators
- Neighbourhood Planning in the Penistone Area

**Contact  
Elaine Slater  
Penistone Area Council Manager**

**Date: 24 March 2016**

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